

House District _____

Senate District _____

THE TWENTY-SEVENTH LEGISLATURE
APPLICATION FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: _____

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

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

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

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

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

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Hina'ea: A Place for Healing

Db:

Street Address: Confidential

Mailing Address: P.O. Box 1591, Aiea, Hawaii 96701

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name CHERYL Y. YAMAKI

Title Executive Director

Phone # (808) 554-4476

Fax # n/a

e-mail cyamaki2@gmail.com

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

LEGAL SERVICES FOR ADULT VICTIMS OF DOMESTIC VIOLENCE IN THE AREAS OF DIVORCE, PATERNITY, TRO, AND CRIMINAL LAW.



RECEIVED

K. O'Neil
1/24/15 12:15 pm

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 312,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

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

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

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

NAME & TITLE

1/24/15

DATE SIGNED

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES 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 and subsidies 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 or subsidy 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 or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant or subsidy.

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

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

Hina'ea: A Place for Healing
(Typed Name of Individual or Organization)



Cheryl Y. Yamaki
(Typed Name)

1/24/2015
(Date)

Executive Director
(Title)

Application for Grants and Subsidies

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. Include the following:

1. A brief description of the applicant's background;
2. The goals and objectives related to the request;
3. The public purpose and need to be served;
4. Describe the target population to be served; and
5. Describe the geographic coverage.

Hina'ea: A Place for Healing ("Applicant") in a non-profit organization incorporated in 2014. The Applicant is under the fiscal sponsorship of Ala Kuola. While the Applicant is a new non-profit, the Executive Director is not new to litigation, domestic violence lawyering, specifically in family law cases, or domestic violence program development. The Applicant's mission is to H.E.A.L. Helping to Empower victims of domestic violence create A new beginning through Lokahi. The Applicant will provide client-centered, trauma informed services through advocacy, domestic violence lawyering, and safety planning to help our clients achieve lokahi.

The Executive Director/Attorney has been an attorney for sixteen years practicing in the areas of Family and Criminal Law. The Executive Director/Attorney has eleven years of experience in domestic violence lawyering assisting adult victims of domestic violence with divorce, paternity, and TRO hearings.

The Applicant will provide domestic violence lawyering to adult victims of domestic violence within the Family Court of the First Circuit. This will help adult victims of domestic violence on their journey towards rebuilding their lives free from

violence and begin healing. These services will include traditionally underserved populations such as victims who have or are currently using substance(s) and/or who have mental health issues. The Applicant will be unique in providing legal services to victims by meeting them at a safe location where they are and at a time that is convenient to the victim. This would include time that are after traditional business hours and on the weekends. Currently, victims have to go to the agency to receive legal assistance Monday through Friday between 8 a.m. and 5 p.m. While there are reasons for this, there are many valid reasons why a victim survivor may not be able to go to the agency for help. The Applicant will cultivate partnerships with the communities to be able to meet the survivor where she/he is during a time that is convenient for the victim survivor.

The Applicant has already started with providing full representation to victims of domestic violence. However, due to lack of financial resources of victims, the attorney is not being paid a salary. The funding we are seeking through this proposal will ensure that the Applicant can continue the work already started and to increase our staff so that we will be able to help more adult victims of domestic violence.

Adult victims of domestic violence need an experienced attorney and paralegal who can apply the dynamics of domestic violence and safety to ensure that proper arguments are made in Court to ensure that the adult victim of domestic violence and their children are safe. The Applicant has been an attorney and litigator since 1998 with almost five years as Deputy Prosecuting Attorney. The Applicant has further been a domestic violence attorney for ten years and has trained attorneys, paralegals, and advocates in the legal system. More specifically, the Applicant was the Supervising Attorney and Senior Litigation Supervisor for DVAC and not only supervised attorneys and paralegals but also supervised the outreach advocates. The Applicant has additionally trained new staff attorneys to be litigators and domestic violence attorneys and to ensure case movement. The Applicant has also provided legal training around the Family Court's civil and criminal system(s) and how it intersects for adult victims of domestic violence for various domestic violence agencies island wide and more recently for the Hawaii State Coalition Against Domestic Violence.

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;
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
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.

The Applicant has an Executive Director/Attorney who is currently representing adult victim victims of domestic violence. We are requesting salary for the Executive Director/Attorney as well as a Paralegal and Office Manager. The Executive Director will supervise and train staff, provide direction for the agency, and have a case load of divorce, paternity, post-decree, and TRO cases. The Executive Director/Attorney and paralegal will have a case load of 180, paternity, divorce, post-judgment, and TRO cases. The attorney will make 300 Court appearances and will do a risk assessment and safety planning in all cases. The office manager will be responsible for the set-up and maintenance of the office, which will include payroll, setting up the insurance, and a media outreach regarding the Applicant's services specifically in the mental health and substance abuse communities.

The Applicant has already started providing full representation to adult victims of domestic violence in the area(s) of TRO, divorce, paternity, and post-judgment. The Applicant, since July 2014, has accepted 40 survivors of domestic violence with their divorce, paternity, post-judgment, and TRO cases and will continue to do this while

hiring the paralegal and office manager. The paralegal and office manager will be hired within two months of being awarded the funding. This will be done through job sites such as Craig's List, Hawaii Jobs on Demand, and the Unemployment Office.

Concurrently, the Executive Director will look for an office space and start on the media outreach to introduce our services to the mental health and substance abuse communities. The office manager, within two weeks of being hired, shall set up payroll, ensure that we have the appropriate insurance, set up the phones and computers, set up a client database, and continue on the media campaign. The Office Manager with the assistance of the Executive Director will within the first six months identify other sources of funding and will start to set-up the for-profit-arm to financially support the non-profit side so that the Applicant will be able to operate on its own with minimal grants and funding from the government and private sources.

Assessment(s) will be the key in helping as many adult victims of domestic violence. The Applicant has already developed and is doing risk and readiness assessments. The Executive Director/attorney will train both the paralegal and office manager on how to do assessments, if needed.

An assessment will be done on each and every applicant to ensure (1) that he/she is a victim survivor of intimate partner power and control; (2) the level of the applicant's readiness; (3) whether the applicant is able to navigate the legal system on his/her own; and (4) what type of non-legal needs the applicant has. Referrals will be made to domestic violence agencies who provide advocacy services.

Once an applicant is identified as an adult victim of domestic violence, a lethality assessment and safety plan will be done for each victim survivor. If the adult victim is assessed to be able to navigate the legal system on his/her own with legal advice and/or assistance in drafting Court documents, the attorney will provide the adult victim with legal advice and the paralegal will assist in drafting Court documents. This will include drafting of the Ex Parte Petition for an Order for Protection as well as initial divorce and paternity documents. If the adult victim is assessed to need an attorney for full representation, the attorney will provide the representation in the area(s) of divorce, paternity, post-decree, and TRO cases.

If funded, there will be more access to legal services for adult victims of domestic violence, the Applicant will focus on those who are not able to access the legal services either because of money, transportation, work, or issue complexity.

Quality assurance will be done with a survey at the completion of the case. The survey will include questions around overall satisfaction, how the attorney/paralegal handled the case, whether the attorney/paralegal understood and weighted the abuse appropriately in arguing the case, in safety planning, and in making referrals, how the attorney/paralegal was in keeping the survivor informed about the case and/or in the various options available, and that the victim and their children's safety were improved.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2015.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
78,000	78,000	78,000	78,000	312,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2015.
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.
5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2013.

The Applicant is a new non-profit and is under the fiscal sponsorship of Ala Kuola and does not have the information requested under #3-5. The Applicant has submitted grant applications to the City and County of Honolulu and also the State of Hawaii Judiciary for funding. These applications are pending.

IV. Experience and Capability

A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

The Applicant has worked DVAC formerly known as the Domestic Violence Clearinghouse and Legal Hotline, Legal Aid Society of Hawaii, and Office of the Prosecuting Attorney as an attorney. The Applicant has further trained and supervised new attorneys, assisted in the development of DVAC's TRO outreach program, supervised this outreach program, and trained employees at DVAC and other domestic violence agencies on the Family Court civil and criminal system(s).

Attached are letters of referrals from clients that the Applicant has assisted.

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

The Applicant currently does not have facilities and currently meets clients where they are. This will continue to ensure that transportation is not a barrier for a survivor seeking legal services. The Applicant, upon receiving funding, will be looking for office space for its base of operations and to have as an option for clients. The Applicant will be looking for buildings, which are ADA compliant, in either the Aiea or Kapolei area. The Applicant will also be reaching out to Bilingual Access Line to be part of the non-profits which are able to access interpretive services for no cost and will be budgeting for a TTY.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

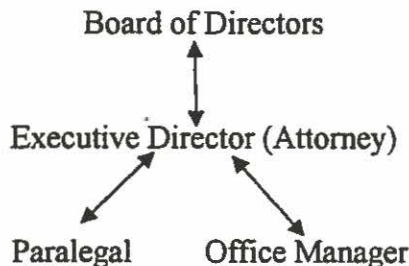
The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

All staff must have an understanding the dynamics of domestic violence and show that they are able to apply that knowledge to helping victims and their children attain freedom, safety, and self-sufficiency. As stated above, the Executive Director is barred in the State of Hawaii, able to practice in the State of Hawaii, has knowledge of domestic violence lawyering and with working with adult victim victims, and has 10 years of working with adult victim victims of domestic violence in Family Court. The Paralegal must have either a Bachelor's Degree, paralegal certificate, or five years of work experience as a paralegal with family court cases. The Office Manager must have a Bachelor's Degree or have at least two years either in human resources or office management.

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organizational chart that illustrates the placement of this request.

The Organization Chart and the Program Chart is the same as the Applicant is new and will have a staff of three. The Organization Chart and the Program Chart is as follows:



C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

The Executive Director will be paid a base salary of \$70,000 per year. The Paralegal and Office Manager will be paid a base salary of \$50,000 per year.

The salaries are set so that the Applicant will be able to hire quality individuals, who are able to handle more work because of his/her work experience. This way the Applicant will be able to reach and assist more adult victims of domestic violence.

VI. Other

A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

There is no pending litigation

B. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

The Executive Director/Attorney is licensed to practice law in the State of Hawaii

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2014 to June 30, 2015)

Applicant: Hina'ea: A Place for Healing

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	170,000			
2. Payroll Taxes & Assessments	25,000			
3. Fringe Benefits	11,000			
TOTAL PERSONNEL COST	206,000			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	11,000			
3. Lease/Rental of Equipment	5,000			
4. Lease/Rental of Space	15,000			
5. Staff Training	8,000			
6. Supplies	10,000			
7. Telecommunication	15,000			
8. Utilities	5,000			
9. Audit Services	10,000			
10. Mileage	14,000			
11. Postage, Freight, & Delivery	5,000			
12. Publication & Printing	5,000			
13. Repair and Maintenance	3,000			
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	106,000			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	312,000			
SOURCES OF FUNDING	(a) Total State Funds Requested	312,000	Budget Prepared By:	
	(b)		Cheryl Y. Yamaki 554-4676	
	(c)		Name (Please type or print) Phone	
	(d)		Signature of Authorized Official 1/24/2015	
TOTAL BUDGET	312,000	Cheryl Y. Yamaki, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Hina'ea: A Place for Healing

Period: July 1, 2014 to June 30, 2015

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director/Attorney	1	\$70,000.00	100.00%	\$ 70,000.00
Paralegal	1	\$50,000.00	100.00%	\$ 50,000.00
Office Manager	1	\$50,000.00	100.00%	\$ 50,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				170,000.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Hina'ea: A Place for Healing

Period: July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Computers	3.00	\$500.00	\$ 1,500.00	1500
Telephones	3	\$65.00	\$ 195.00	195
Printer	2	\$300.00	\$ 600.00	300
Filing Cabinets	6	\$500.00	\$ 3,000.00	3000
			\$ -	
TOTAL:	14		\$ 5,295.00	4,995

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

Debbie Wayman
67-370 Kukea Circle
Waialua, Hawaii 96791
dwayman.surf@gmail.com

Hello,

I am delighted to write this letter of recommendation on behalf of Cheryl Yamaki. Cheryl helped me with a Temporary Restraining Order case on October 21, 2014 at Kapolei Court House. From the outset, Cheryl was a great source of support. She is a dedicated lawyer and impressed me with her skills.

Prior to the case Cheryl was knowledgeable, informative and promptly returned phone calls. On the day of the hearing Cheryl's professionalism really shined. She was calm and in control of her duties as a lawyer. Tough decisions had to be made and Cheryl gave me all the facts I needed to make those decisions. I can honestly say that the outcome of my case would not have been as successful with out Cheryl's services. And the emotional stress of the situation would have been tremendous. I would highly recommend her to my family and friends.

If I can provide any additional information, please do not hesitate to contact me at (808) 382-2665.

Sincerely,


Debbie wayman

To whom it may concern,

My name is Patricia Pundyke, I am a mother of five children who has been in a very rough marital relationship that lasted 17 years and is now going through a divorce and custody battle since December 2013.

I had no job, no financial income of any source and could not afford a lawyer to help me until a friend of mine told me about Hina'ea: a place for healing.

My lawyer (Cheryl Yamaki) has been a very great deal of help with all that I have been and still am going through.

I now have a job at Home Depot and have been working there since February 2014. It was really rough in the beginning for me, but a major thanks to Cheryl Yamaki and my advocate Joan Bird for walking with me through it all.

I hope this letter will help this firm Hina'ea: a place for healing, with the grant they need to help support more people like me who is struggling to simply get through life. I appreciate your time.

Trish

I consider myself incredibly fortunate to have been referred to Cheryl.

Before I was introduced to her, I felt very afraid, uncertain, and overwhelmed to say the least. I knew I had to take more serious measures in protecting my children and I, but I didn't know where to start.

The first day I met Cheryl, she had a full schedule but went out of her way to meet me at 6 am to help me file my restraining order and walk me through the process.

Her expertise has been invaluable to me. Cheryl thoroughly explains the process- what I can expect from the court hearings and provides advice and considerations on what my next steps should be. I'm always absolutely confident that she has my best interest at heart.

At court hearings, it becomes more evident that she really fights for you to get the best outcome for your situation. Although I had difficulty keeping myself together at court, she was very supportive and reassuring.

I'm very grateful to all she has done for me and that she even took into consideration my financial situation for payment.

I honestly cannot even imagine what I'd do without her.