

House District _____
Senate District _____

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

Log No: _____

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

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

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

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

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

I. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Going Home Hawaii

Dbas: Going Home Hawaii

Street Address: 1990 Kinoole Street, Suite 102, Hilo, HI 96720

Mailing Address: Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name: CAROL MATAYOSHI

Title: Grant Writer

Phone #: 808-936-9328

Fax #: none

E-mail: matayoshi29@gmail.com

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

THE IN-REACH AND REINTEGRATION PROGRAM WILL PROVIDE SERVICES FOR INMATES RETURNING TO THE COMMUNITY, WITH A SPECIAL FOCUS ON HOMELESS AND/OR MENTALLY ILL INMATES. JAIL IN-REACH WILL INCLUDE RAPPORT BUILDING, SCREENING AND ASSESSMENT TO DETERMINE THE POTENTIAL PRESENCE OF MENTAL ILLNESS AND RELATED NEEDS, WHICH WILL PLAY A LARGE PART IN TRANSITION PLANNING. TRANSITION PLANNING WILL INCLUDE, BUT NOT BE LIMITED TO, INTENSIVE CASE MANAGEMENT, HOUSING ASSISTANCE, LINKAGE TO COMMUNITY RESOURCES AND SERVICE PROVIDERS, JOB-READINESS AND EMPLOYMENT TRAINING AND MENTORING SERVICES. THESE SERVICES ARE DESIGNED TO ENSURE A SMOOTH TRANSITION TO THE COMMUNITY AND TO REDUCE RECIDIVISM. THIS PROJECT'S OBJECTIVE ARE ALSO ALIGNED WITH THE NATIONAL STEPPING UP INITIATIVE TO REDUCE THE NUMBERS OF MENTALLY ILL PERSONS IN JAIL.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 414,769.14

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 \$ 19,263.00
PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

CAROL MATAYOSHI, GRANT WRITER
NAME & TITLE

01/19/16
DATE SIGNED



RECEIVED
1/20/16 na

Application for Grants

I. Background and Summary

1. A brief description of the applicant's background:

“Going Home” is the name given to efforts on Hawai'i Island to reintegrate ex-offenders into the community and the workplace. The Hawai'i Island Going Home Consortium (Going Home) comprises more than 30 public and private entities and their representatives, with a network of over 200 local, state, and national partners. Our mission is to assist Hawai'i Island men and women released from correctional institutions with reintegration into community life through employment, training, and appropriate supportive services.

While we have been formally organized since 2004, we trace our initiative back to the late 1990's when the Hawai'i Island Corrections Advisory Commission was created to address severe prison overcrowding. Since the Fall of 2004, Going Home members have met monthly, without fail, for over eleven years to identify issues and challenges, coordinate services, develop new approaches, and promote the need for assisting offenders with their reentry.

Going Home was under the fiscal sponsorship of the Hawai'i Island Workforce and Economic Development Ohana, Inc. (HIWEDO) from 2007 until 2013. HOPE Services Hawai'i, Inc., was our fiscal sponsor from 2013 until May of 2015, when Going Home received its nonprofit 501(c)(3) designation as Going Home Hawai'i (GHH). GHH is the nonprofit branch of the Hawai'i Island Going Home Consortium. The Consortium continues to meet monthly with an average attendance of 25-30 individuals. Many of our members also actively participate on committees which include: Housing, Education and Training, Employer Relations, Criminal Justice Partners, Health and Wellness, Faith-Based Organizations, Community Relations, and the West Hawai'i Coalition.

Our membership includes non-profit agencies, criminal justice agencies, mental health and substance abuse treatment providers, educational providers, employment specialists, housing experts, and concerned individuals from both East Hawai'i and West Hawai'i. Virtually every agency that works with criminal offenders on Hawai'i Island is a member of or is aligned with GHH. As such, GHH is ideally situated to address the multiple challenges of the homeless and/or mentally ill inmate who is enmeshed in the State's correctional system.

On November 3, 2015, the Hawai'i County Council passed Resolution 268-15, enlisting the County of Hawai'i in Stepping Up, a national initiative to reduce the number of people with mental illnesses in jails. GHH's President and Executive Chair, Les Estrella, played a key role in getting this resolution passed; Hawai'i County is the first in the state to pass this resolution and become a participating County in the Stepping Up Initiative.

Led by the National Association of Counties (NACo), the Council of State Governments (CSG) Justice Center, and the American Psychiatric Foundation (APF), this initiative is about creating a long-term, national movement to raise awareness of the factors contributing to the over-

representation of people with mental illnesses in jails, and then using practices and strategies that work to drive those numbers down.

GHH has submitted an application to attend the National Stepping Up Summit to be held in Washington, D.C. in April of 2016. Our attendance at this summit will enable us to learn from counties across the country about strategies that have reduced their numbers of mentally ill people in jail, network with peers and national experts representing behavioral health, families and advocates, law enforcement, courts, and state and local governments to explore opportunities and lessons learned, and work with the experts and other county leaders to advance our county plan and incorporate new information.

2. The goals and objectives related to the request:

Goals: To reduce the number of homeless and/or mentally ill offenders in jail, to alleviate overcrowding at Hawai'i Community Correctional Center, and to reduce the recidivism and continuous cycling in and out of jail for homeless and/or mentally ill offenders.

Objectives:

- Attend the National Stepping Up Summit
- Obtain information regarding best practices being implemented across the country
- Implement the In-Reach and Reintegration program, utilizing these best practices
- Create a process to track progress and report on outcomes
- Position GHH to receive financial assistance through federal and private grant programs in order to continue providing services and support for this challenging target population

3. The public purpose and need to be served:

In recent years, the Department of Public Safety has struggled to address the growing issue of homeless and mentally ill individuals cycling in and out of our community correctional facilities statewide. On August 26, 2014, Mileka Lincoln of Hawai'i News Now reported that close to 30% of the individuals who are incarcerated daily are homeless. This phenomenon is especially taxing for the state's Community Correctional Centers (CCC), which serve as the intake points for incarceration in each of the four (4) Counties. It is widely known that all of the CCCs are severely overcrowded. This overcrowding is exacerbated by the admission of large numbers of homeless and/or mentally ill offenders, most of whom are charged with or convicted of relatively minor violations. This issue will not be resolved unless there is a concerted effort to carefully link homeless and mentally ill offenders with services and to forge partnerships among service providers.

Impact of the homeless and mentally ill at the Hawai'i Community Correctional Center (HCCC).

Upon intake, each detainee receives a health care assessment, which includes a mental health assessment. Under well-established federal law, the correctional system is required to provide treatment for any physical and/or mental health ailments that a detainee may come in with. This presents a significant challenge to correctional facilities nationwide and in Hawai'i. This challenge is especially acute at the HCCC, which has suffered from chronic and debilitating

overcrowding for years. Overcrowding impacts the HCCC's ability to provide adequate health care in several ways:

- Health care facilities are extremely limited, as they were designed for a much smaller population than is currently housed at the facility. The area in which intake services and health assessments are provided was designed for a population of 24. The HCCC consistently holds well over 300 inmates.
- It is extremely difficult to separate inmates who may have contagious diseases, as the facility's main complex near downtown Hilo operates far above its intended capacity, or to separate those with mental illness from other inmates.
- There are no facilities to hold seriously mentally ill inmates who need constant observation until they can be transferred to Oahu facilities.

Many of the homeless detainees suffer from a variety of physical ailments caused by life on the streets. After weeks and months of poor diets, an inability to practice basic hygiene, and sleeping outdoors, they are admitted to HCCC, which is required to care for them. This means that while they are in HCCC, they are fed three meals a day, their health issues are addressed, they sleep indoors on mattresses, and they are afforded showers and the opportunity to engage in other basic health maintenance activities. Then, after relatively brief stays at the facility, they are released to the same lifestyle and conditions that got them in trouble in the first place and which caused their deteriorated health.

The Cycle of Incarceration: Many of the homeless and/or mentally ill detainees are re-admitted to HCCC sooner or later. Most are in for relatively short sentences on misdemeanor charges, but can easily fall into a vicious cycle. Upon release, they are returned to the street and their old lifestyles, where they tend to engage in the same behaviors that got them arrested and incarcerated previously. Public Safety officials keep a list of "frequent fliers"—people who, within the past three to five years, have been in the system more than 10 times. It is reported that there are approximately 200-300 names on this list.

The 2007 National Symposium on Homelessness Research pointed to a related liability for persons who are homeless to incur more arrests and subsequent incarceration for misdemeanors and a range of minor crimes. This is attributed to the public nature of a homeless existence and attempts at controlling a population that is restricted and "criminalized," to where acts of subsistence and survival, especially in public places, are illegal and can lead to incarceration.

While these offenses are often minor, failure to pay fines or follow through with court appearances can also lead to incarceration. Furthermore, arrests for "lifestyle offenses" such as trespassing among homeless persons with mental illness often leads to arrests for more serious charges such as burglary, which are likely to result in periods of incarceration.

There is no assistance for the large population of homeless people who repeatedly cycle through the jails, generally with substance abuse problems and mental/behavioral health issues. These individuals have high needs, but are routinely shut out of services for many reasons. These reasons may include their mental illness not being severe enough to qualify for the limited mental health resources available, and because many services and funding streams do not help people with criminal records. This results in a large number of Hawai'i County's homeless community continually cycling in and out of incarceration. Their frequent stays in jail as well as

their over-utilization of emergency services results in extraordinarily high costs for our public systems, yet fails to improve the outcomes for these individuals or our community.

Almost all homeless inmates with co-occurring mental illness and substance use disorders will leave correctional settings and return to the community. Inadequate transition planning puts these individuals who enter jail in a state of crisis back on the streets in the middle of the same crisis. They return to the streets without linkages to adequate treatment, support services, or a place to live. The consequences include homelessness, untreated or poorly managed health or behavioral health conditions, disruptive behavior, threats to public safety, an increased incidence of psychiatric symptoms, relapse to substance abuse, hospitalization, new crimes or violations of conditions of parole or probation, and re-arrest.

4. Describe the target population to be served; and

During this one year project period, GHH proposes to work with a minimum of 80 individuals, aged 18 and over, who: 1) are arrested for misdemeanor offenses and are homeless, or 2) who are convicted as adults and are reentering the Hawai'i Island community from HCCC and/or its furlough program, Hale Nani, and do not have stable housing situations. These individuals will be determined to be of moderate to high risk of re-offending based on the LSI-R and ASUS criminogenic risk instruments utilized by the PSD statewide. Due to the critical issue of homeless and/or mentally ill offenders cycling in and out of HCCC, GHH will utilize best practices to work with these special populations.

5. Describe the geographic coverage.

This project will cover Hawai'i County, which encompasses the entire island of Hawai'i.

II. Service Summary and Outcomes

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

The In-Reach and Reintegration Program (IRR) is based on two best practice models—Los Angeles County's Just In Reach Program and the APIC Model, developed by the National GAINS Center, with support from the Substance Abuse and Mental Health Services Administration (SAMHSA) and the U.S. Department of Justice.

Just In Reach is a health care-based intensive case management "in-reach" program that engages incarcerated persons from the homeless population who have behavioral health disorders (mental illness, substance use disorder, or both) in establishing a plan for specific post-release services. Trained personnel assess and build relationships with homeless inmates shortly after they enter jail. They then work with these inmates to create case plans which will facilitate inmates' re-entry into the community. These plans include linkage to community-based services.

The APIC Model describes four elements of re-entry planning—Assess (clinical and social needs and public safety risks), Plan (for treatment and services required to address the inmate's needs), Identify (programs responsible for post-release services) and Coordinate (the transition plan)

associated with successful reintegration back into the community for people with mental illnesses or other special needs who are being discharged from jails to the community. The model is particularly important for breaking the cycle of repeated homelessness and incarceration.

Implementation of the IRR program will include the following evidence-based methods:

1. **Timely Jail In-Reach:** The Case Manager (CM) will meet with the inmate within 48 hours of identification to conduct a face-to-face interview and establish rapport. This step requires communication and collaboration with the Intake Service Center and correctional staff.
2. **Needs Assessment:** The CM will conduct a comprehensive needs assessment, including completing a validated written assessment tool to determine the underlying causes of homelessness and what specific, individualized needs must be met to transition the client out of homelessness.

The assessment will include information about the inmate's health status, including his/her mental health and substance use or co-occurring disorder, treatment or recovery support needs, skills and income, and family status. It will include housing status prior to arrest and housing options following release. The assessment will be used to form plans for health care and other services that will be provided in jail as well as planning for linkages to meet the needs of the inmate upon release.

3. **Comprehensive Case Management:** The CM will develop an individual case plan that maps out how the underlying causes of homelessness will be addressed for each inmate. The plan will include treatment and services (including housing) required to address the inmate's needs. The goal is to identify the needs of the individual and to develop a plan that addresses medical and behavioral health care, substance abuse treatment services, housing, transportation needs, benefits eligibility, life skills, and employment training.
4. **Entitlement assistance:** The CM will assist with the completion of all benefit applications, including SNAP, Medicaid, Medicare, and SSI/SSDI entitlements prior to an inmate's release from jail. CMs will utilize the SOAR (SSI/SSDI Outreach, Access, and Recovery) process, a program designed to facilitate and expedite access to SSI/SSDI* for eligible adults who are homeless or at risk of homelessness and have a mental illness and/or a co-occurring substance use disorder or other medical impairments.

Criminal justice and behavioral health communities consistently identify lack of timely access to income and other benefits, including health insurance, as among the most significant and persistent barriers to successful community reintegration and recovery for people with serious mental illnesses and co-occurring substance use disorders. Many states and communities that have worked to ensure immediate access to benefits upon release have focused almost exclusively on Medicaid. Although access to Medicaid is critically important, focusing on this alone often means that needs for basic sustenance and housing are ignored. Utilizing the SOAR process to expedite SSI/SSDI entitlements will address these basic needs.

*If needed, CMs will provide linkage to a Representative Payee, who will work with the inmate to assist with budgeting and managing his/her SSI/SSDI entitlements (to ensure that his/her basic needs are met) for a minimum time period of six (6) months.

5. Transition Planning: CM will engage inmates in the transition planning process—key to building trust and understanding the inmate's perceptions and priorities as he/she may perceive transition planning as an attempt to restrict his/her freedom after release. Transition plans need to be individualized, taking into account the person's cultural identity, primary language, gender, and age, and include strategies for connecting the individual to programs and a peer group that will be compatible. The plan will be highly specific and organized to address housing, employment, and services to address addiction and mental illness.

6. Coordinate the transition plan: CM will provide transportation to the housing placement identified in the transition plan. The program participant will be provided with a copy of his/her plan and a calendar to ensure that he/she can track meetings and appointments, as well as have contact numbers and other important information all in one place.

7. Intensive Case Management: After release, and regardless of where the client is initially housed, the CM will provide intensive case management. Case management is designed to stabilize the person and remove barriers to permanent housing, such as lack of identification or poor credit reports. CM will provide or link the client to needed services such as employment training, life skills, or drug rehabilitation, and help the client find and obtain permanent housing.

Other case management duties include:

- develop and implement service plans within two weeks of program entry with one contact per week;
- assist participants in achieving goals and update service plan on a quarterly basis;
- facilitate groups and activities;
- teach and/or assist program participants in developing ADLs;
- make referrals to community-based services, including those provided by local, state and federal programs and private sector agencies for further services;
- assist in accessing and maintaining entitlements/benefits;
- assist in locating and obtaining childcare services as needed;
- assist with transportation as needed;
- advocate for needed services.

8. Housing: CM will assist with housing placement into transitional supportive housing programs, if needed, to include the Lokahi House (8 men), ACCESS Capabilities, Inc. (20 men/14 women), Bridge House (10 beds), Hawai'i Sober Living and Recovery Center (54 beds), the Malani House (6 beds), and the Kapoli House (5 beds).

A safe, secure, and clean living environment in a home-like setting promotes self-care, and personal growth. This holistic environment is conducive to healing, supports recovery and highly motivates individuals towards independent living in the community. Living necessities such as bed, bathroom, personal storage space and kitchen use are included. Monthly program fees are required for all of the above transitional housing programs.

(If this grant is awarded, this placement may include a Going Home House.)

9. Life Management Skills: Experiential-based teaching methods help support cognitive restructuring for faulty or ineffective thinking and self-destructive behaviors to reduce chances of relapse and recidivism. Budgeting and financial literacy will be taught, along with time management skills that include balancing work, play and family commitments. Health, wellness and spirituality are applied in a respectful and sensitive holistic approach.

10. Drug Testing: Alcohol and drug use affects not only the user, but those around them as well. In order to intervene when appropriate and at the earliest possible instance of use, drug testing is administered on a regular basis to all program participants. Participants will be referred to substance abuse treatment providers or placed in treatment facilities as needed.

11. Individual and group support: An environment of positive reinforcement, emotional support and hopefulness can provide encouragement to take good care of self. Seeing others making progress in coping with their difficulties may give hope and optimism about their own future and can help them feel motivated to follow through on personal goals.

12. Mentoring: The use of mentors is an integral component of culturally competent care. Volunteer community members are matched with program participants to empower, encourage, inspire and motivate participants to reach their own potential. Personal support is provided during their critical time of transition. Mentors receive specialized training to provide mentees with the best possible chances of success. Mentoring will provide the needed support to participants on a community-based level of involvement that is proven to be extremely effective when managed properly.

GHH will utilize the Mentoring Curriculum "Releasing Human Potential" developed by Dr. Joseph Pascarelli, Ed.D. This curriculum was implemented in 2010 and developed for the Second Chance (SC) Mentoring Program funded through the Department of Justice, Bureau of Justice Assistance. The SC program was used exclusively for inmates eligible for furlough at Hawai'i Community Correctional Center, Hale Nani, and parolees with the Hawai'i Paroling Authority in Hawai'i County. A 0% recidivism rate was achieved for the 40 participants involved during the funding cycle from 2010 to 2012, with no new crimes or convictions recorded during that time. President and Executive Chair Les Estrella was the former SC Mentoring Program Manager; he will continue to deliver and monitor this highly successful program. Mr. Estrella is a certified mentor trainer.

We will also leverage our existing targeted recruitment efforts with our Going Home Hawai'i Consortium partners, who are connected within all the communities throughout the county.

13. Educational pursuits: A college, vocational or technical school degree can affect how much money a person could earn in a lifetime, the quality of life they can enjoy, the type of home to raise a family in, and the available career opportunities. Overall, a person's whole range of possibilities stems from their previous education, especially financial possibilities. Educational pursuits are recommended and encouraged to become part of a participant's life plan.

14. Job Readiness Training: Employment Specialists will provide participants with job training and placement, coaching and mentoring, soft skills development, and other supportive

services. Additionally, the Employment Specialists will help participants with resume writing and job applications as well as building self-esteem. Individualized assistance can include help with obtaining and scheduling an interview and getting presentable clothing for work. They can also help with interview preparation and job applications.

All paths through this program lead here. Career planning and/or further educational opportunities are explored and pursued. This program is designed and centered on obtaining and retaining employment. While most programs have employment as one of their many components, we focus on employment from entry to exit. The goal of this model is to ensure that participants can gain the knowledge and skills needed to not only obtain employment, but more importantly sustain long-term, living-wage careers, and transition successfully into community life.

15. Providing Trauma-Informed Care: Program staff will be provided with Trauma-informed care training. Trauma-informed care is a non-judgmental technique for providing care to someone who has experienced and may still be experiencing trauma. This skill is important for homeless health care providers as homelessness is associated with previous childhood abuse and neglect, intimate partner violence, traumatic brain injury, and a history of military service. Victims of trauma are sometimes left with a sense of betrayal and isolation; therefore, trauma-informed care attempts to provide a safe space for clients to feel heard and feel supported. A trauma-informed approach to care better equips staff to understand the actions of their clients and engage them in treatment planning.

Throughout a person's incarceration, timing is critical. It is important to act quickly to identify people who may benefit from transition planning before they are released. Sometimes people are jailed and released so quickly that staff is unable to conduct health screenings or attempt to engage people once they are processed. Sometimes inmates are unexpectedly released in the middle of the night or following court appearances. These indeterminate releases offer little assurance that inmates will be linked to community-based services. GHH staff will be apprised of court dates as a good means of staying connected to inmates. Individuals released following court appearances can immediately be offered transportation to treatment services. Research suggests that making connections with individuals in jail—before trial or release—is the best way to ensure follow-up when they are out of jail.

Services should be most intense at the beginning of the program to engage individuals, help with finding and moving into housing, and other challenges related to the transition to life in the community. At this time, CMs will focus on reducing risky behaviors. All program staff will be knowledgeable about criminal justice systems and be able to advocate for individuals in courts or other justice settings.

GHH maintains close ties with service providers and practitioners in the community to provide a continuum of care for program participants. Linkages have been well established to mental health, substance abuse, housing resources, social services and community-based professionals to allow for the transition of the individual from incarceration to successful reintegration.

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

OUTCOMES

- 1) IRR will enroll and provide case management and mentoring services for a minimum of 80 program participants.
- 2) 80% of program participants will be placed into transitional or permanent housing.
- 3) Substance abuse and/or mental health assessments will be provided for all program participants. 100% of those identified with substance abuse and/or mental illness will be referred for appropriate treatment.
- 4) 80% who meet with mentors as planned for 12 months will score at least one-level lower than initially ranked on LSI-R risk categories.
- 5) 75% of program participants will report on a self-assessment survey that their behaviors and attitudes have improved by the end of the one-year project period.
- 6) 75% of mentors will report that their mentees are engaging in more pro-social actions by the end of the one-year mentorship period.
- 7) 80% of mentor and mentee matches will be rated successful as measured by the project's evaluation tools designed and applied for this purpose.
- 8) 80% of mentees matched successfully with mentors will be employed, actively seeking employment and/or are involved in educational activities, training, or OJT.
- 9) IRR will achieve a 20% recidivism rate for the 80 program participants.

#	Service or Activity	Timeline
1	Recruit and train mentors	Month 1
2	Enroll and provide case management and mentoring services for 80 program participants	10/monthly
3	Place 80% of program participants into transitional or permanent housing	10/monthly
4	Provide substance abuse and mental health assessments for all program participants	10/monthly
5	Board Reports on updates, challenges, and successes	Monthly
6	Advisory Committee meetings consisting of Consortium members	Monthly
7	Monitor and evaluate mentor/mentee relationships	Every other month
8	Collect and analyze data.	Monthly/ Continuous
9	Program participants to complete satisfaction surveys	Quarterly
10	Review and update individual service plans	Quarterly
11	Final report and presentation of outcomes	End of Year

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

The following processes and indicators are used to review, evaluate, and plan for improvements and are reviewed quarterly;

1. All GHH staff will be required to report quality of care concerns using prescribed procedures and forms within 24 hours. These include, but are not limited to, violent behaviors/assaults, physical/sexual misconduct, suicide ideations or attempts, medication concerns, violation of professional ethics, physical damage to property, or any occurrence that threatens the welfare, safety, or health of a program participant, staff member, visitor, volunteer or student. These reports are to be faxed to the CEO immediately.
2. Client related documentation is maintained in accordance with state and federal law mandating storage times. These files are maintained in a locked storage area that ensures safety and confidentiality, but are quickly accessible for release to the proper authorities when requested.
3. Documentation/Peer Review requires all quality improvement committee members have access to relevant clinical records for auditing purposes to the extent permitted by state and federal law. This procedure provides the CEO with a process to review care of individuals and system wide levels and quickly resolve either office or systemic problems expediently.
4. GHH will utilize two (2) evaluation instruments to ensure quality of our service delivery:
 - a. The quality of life inventory (QOLI) which is a brief assessment of 32-items that provide life satisfaction outcomes in a scoring format on 16 areas: health, self-esteem, goals/values, money, work, play, learning, creativity, helping, love, friends, children, relatives, home, neighborhood, and community. This instrument will be given at the beginning of program engagement, upon completion of the first 90-days, and at the time of discharge. It is extremely useful in mapping the clients' progression from dysfunctional patterns in the quality of their life and how they shift throughout their engagement in the program.
 - b. A Likert scale client satisfaction survey will be given to all program participants on a monthly basis.

Measurement of these outcomes is an integral aspect of program implementation, whether by documented treatment efforts/referrals, memorandums of agreement with community agencies, attendance records and encounter forms kept by case managers, written evaluations, pre- and post-test surveys, staff observation and participant feedback forms. The Director of Operations will be responsible for monitoring performance measures and presenting regular reports to the CEO and the Board of Directors. Our evaluation methods will themselves be assessed as we learn how to best affect outcomes in our community.

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.

Should GHH be awarded this grant, our Director of Operations will develop a database to track, monitor, and analyze our data and outcomes.

Assessments, data collection, and outcome measurements: The proposed program will utilize the LSI-R, which has been validated for Hawai'i's offender population. Additional surveys and tools will be developed based on performance measures specific to this solicitation, i.e., recidivism within 3 months, 6 months, and 1 year, as well as those who are re-incarcerated within the 12-month period following their initial release. The LSI-R assesses risk/need levels using actuarial instruments. Long term felons and felony probationers are assessed upon entry into prison, and every six months thereafter. Results will determine whether or not inmates are appropriate for the reentry program. A synopsis will be shared with the Case Manager. The LSI-R will be used to gather data on the impact of mentoring and case management on selected risk factors. During the mentoring and case management process, program participants provide evaluations of their personal progress through feedback surveys. Recidivism rates will be tracked by our Director of Operations and Program Coordinator in collaboration with the Hale Nani Offender Services Coordinator.

GHH will work with the Department of Public Safety and correctional staff to share relevant data needed to ensure the effectiveness of the project. The Director of Operations will collect, organize, and analyze the data, along with support from the Program Coordinator. Once quarterly, Project Staff will convene an advisory committee conference in collaboration with the Going Home Consortium to identify strengths, weaknesses, and areas of improvement. The committee will include an experienced program evaluator. Appropriate adjustments will then be made.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request. (Attached)
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$107,592.30	\$102,392.28	\$102,392.28	\$102,392.28	\$ 414,769.14

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.

- Department of Labor, Employment and Training Administration: \$105,330.00
- County of Hawai'i Nonprofit Grant Program: \$30,000.00
- Hawai'i County Council Contingency Relief Funds: \$20,000.00

3. 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.

Not applicable

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

GHH received from the County of Hawai'i Nonprofit Grant Program through former fiscal sponsor, HOPE Services Hawai'i, Inc.: 2014=\$15,000.00, 2015=\$9,000.00

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015.

Balance: \$19,263.00

IV. Experience and Capability

A. Necessary Skills and Experience

President and Executive Chair Les Estrella has 15 years of experience working with the homeless, substance abuse disorders, mentally ill, justice involved offenders, inmates, reentry systems, community organizations and clean & sober housing program development. In 2010-2012, HIWEDO, in collaboration with the Hawai'i Island Going Home Consortium, applied for and was awarded a Mentoring Grant from the Bureau of Justice Assistance, Second Chance Act. The target population was Work Furlough inmates and Parolees. During the two-year grant period, HIWEDO served 40 mentees (matched with 40 community volunteer mentors); there were no new crimes committed during this time with a remarkable 0% recidivism rate demonstrating its effectiveness. Mr. Estrella was the Program Manager for this mentoring program. He also pioneered the first Community Reintegration Program of its kind in the State of Hawai'i for former offenders with the Office for Social Ministry.

Grant Writer Carol Matayoshi, MA/Forensic Psychology, has 20 years of experience working with the homeless and mentally ill population. In her former position as Homeless Programs Manager at HOPE Services Hawai'i, Ms. Matayoshi oversaw the operations of seven (7) contracts/programs islandwide with a two million dollar budget. These programs included the DHS Homeless Outreach Program, the Department of Health, Adult Mental Health Division (AMHD) Homeless Outreach Program, SNAP Outreach, TANF Housing Placement Program, Homeless Prevention and Rapid Re-housing, HUD's Shelter Plus Care Kukui program & Shelter Plus Care New Directions program, and the AMHD Representative Payee program. In June of 2015, Ms. Matayoshi attended the SOAR Leadership Academy in Chicago, Illinois, presented by the SAMHSA SOAR Technical Assistance (TA) Center as the Local Lead for this national

initiative. The SOAR program helps eligible homeless individuals gain access to SSI and/or SSDI, allowing them to focus on their recovery by providing for their basic needs.

As we move forward with pursuing funding from the State Grant-In-Aid Program, County Nonprofit Grant Program, Hawai'i County Council Contingency Relief Fund, and the NACo Stepping Up Initiative, we anticipate hiring the above two (2) individuals for the lead positions as Chief Executive Officer and Director of Operations respectively.

Ted Sakai serves as Consultant to Going Home on matters relating to the correctional process. His long-time service with the State's Department of Public Safety included two terms as Director. Mr. Sakai retired from State service in December 2014 after receiving national recognition as 2014's top corrections director in the nation.

GHH has been integral to reentry efforts in Hawai'i County, receiving recognition, awards and grants through its consortium efforts. The Consortium and its member organizations have years of experience working on issues of re-entry and have earned a great deal of respect within the criminal justice community. The Consortium can also point to numerous quantitative and qualitative stories of success. Most prominently, in 2009, recidivism in Hawai'i County was nearly 2 percent lower than the state average, even as overall recidivism in Hawai'i County had dropped approximately 10.9 percent since 2003. A partial list of some accomplishments includes the following:

- 2006: Workforce Development Division (WDD) & HIWEDO awarded federal Reed Act
- 2006: Collaboration with the Office of Social Ministry (Now: HOPE Services HI., Inc.) to open Ponahawaiola Community Reintegration Program
- 2007: Construction of the Hale Nani Educational Building with funding from the state legislature
- 2009: Developed a 5-year Strategic Plan
- 2010: County of Hawai'i Nonprofit Grant Program award
- 2010: Federal Second Chance Act Mentoring Grant
- 2011- 2015: County of Hawai'i Nonprofit Grant Program award
- 2015: Developed its second 5-year Strategic Plan
- 2015: Established non-profit 501(c)(3) status

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.

Going Home Hawai'i's office is currently located in the DLIR Workforce Development Division Office at 1990 Kinoole Street, Suite 102 in Hilo, Hawai'i.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

GHH is organized as a community-based, non-profit organization led by a 10 member board. If awarded this grant, the staff will be supervised by President and Executive Chair Les Estrella and Grant Writer Carol Matayoshi. Resumes for both Mr. Estrella and Ms. Matayoshi are attached to this document. Ted Sakai will remain as Consultant. GHH will hire a Mentor Coordinator to recruit and train mentors, as well as monitor and evaluate mentor/mentee relationships. A Program Coordinator will provide administrative support, as well as program support for all staff, including two (2) case managers, one (1) for East Hawai'i and one (1) for West Hawai'i. GHH will also hire a live-in House Manager to oversee program participants who reside in our Going Home Clean and Sober House.

All staff members will undergo mandatory staff trainings to include the following:

- CPR/First Aid Training
- Trauma-Informed Care
- Motivational Interviewing
- Confidentiality requirements
- Cultural competency
- Blood borne pathogens
- HIPAA
- Crisis Intervention
- Incident reporting
- Program-related research based treatment approaches

B. Organization Chart - Attached

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.

1. Chief Executive Officer: \$60,000
2. Director of Operations: \$58,000
3. Program Coordinator/Mentor Coordinator: \$45,000

VI. Other

A. Litigation

Not Applicable

B. Licensure or Accreditation

Not Applicable

C. Private Educational Institutions

Not Applicable

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2016-17, but
- (2) Not received by the applicant thereafter.

With our 501(c)(3) status, GHH has a greater opportunity to pursue broader funding through federal, state, and county grants. We intend to prove that case management and mentorship components can be successfully established and a clear performance track record can be demonstrated and replicated. Throughout this grant, we will continue to seek funding with the Consortium and additional collaborators to keep the program funded. When funding from this solicitation ends, GHH will actively seek funding through other public, local, and private sources.

The Consortium will continue to leverage their partnerships with other organizations. Much of the work of the Going Home Consortium members is provided for free and can be considered as in-kind contributions. These contributions will continue regardless of the funding situation.

On a legislative level, reducing recidivism rates is on the agenda both locally and nationally. There is currently a bipartisan bill in Congress called the "Comprehensive Addiction and Recovery Act (CARA) of 2015" which would allot significant resources to governments and nonprofits for recovery and community reintegration efforts. Locally, there are three major relevant pieces of legislation which were signed by then-governor Abercrombie during the summer of 2014. These new initiatives provide an opportunity for the Consortium to become more involved at a legislative level, as well as an opportunity for more potential funding opportunities.

E. Certificate of Good Standing - Attached

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: Going Home Hawaii

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	\$ 295,960.00		\$ 59,000.00	
2. Payroll Taxes & Assessments	\$ 36,551.06			
3. Fringe Benefits	\$ 43,858.08			
TOTAL PERSONNEL COST	\$ 376,369.14		\$ 59,000.00	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	\$ 2,280.00			
2. Insurance	\$ 1,200.00			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	\$ 21,000.00			
5. Staff Training	\$ 1,000.00			
6. Supplies	\$ 800.00			
7. Telecommunication	\$ 1,920.00			
8. Utilities	\$ 6,000.00			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	\$ 34,200.00			
C. EQUIPMENT PURCHASES	\$ 4,200.00			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	\$ 414,769.14		\$ 59,000.00	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$ 414,769.14	Carol Matayoshi 808-936-9328		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	\$ 59,000.00	[Redacted] 1-19-16		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	\$ 473,769.14	Carol Matayoshi, Grant Writer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2016 to June 30, 2017

Applicant: Going Home Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Chief Executive Officer	1.0	\$60,000.00	50.00%	\$ 30,000.00
Director of Operations	1.0	\$58,000.00	50.00%	\$ 29,000.00
Program Coordinator	1.0	\$45,000.00	100.00%	\$ 45,000.00
Mentor Coordinator	1.0	\$45,000.00	100.00%	\$ 45,000.00
Finance Manager	1.0	\$42,000.00	100.00%	\$ 42,000.00
Case Manager-East Hawaii	1.0	\$40,000.00	100.00%	\$ 40,000.00
Case Manager-West Hawaii	1.0	\$40,000.00	100.00%	\$ 40,000.00
House Manager	1.0	\$24,960.00	100.00%	\$ 24,960.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				295,960.00

JUSTIFICATION/COMMENTS: 1. The CEO will work closely with the Board of Directors to set and achieve strategic objectives. CEO will facilitate and coordinate monthly Consortium meetings to ensure ongoing member participation and support. 2. Director of Operations will oversee the day-to-day operations of the program, supervise staff, write grants and generate reports. 3. Program Coordinator will assist CEO/DOO with tracking program activities and provide support to all program staff. 4. Mentor Coordinator will recruit, train, and supervise all mentors and monitor and evaluate mentor/mentee relationships. 5. Finance Manager will develop budgets and assist CEO/DOO in managing and maintaining budgets. 6/7. Case Managers will provide intensive case management services for all program participants. 8. House Manager will enforce house rules and provide support and stability for program residents.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Going Home Hawaii

Period: July 1, 2016 to June 30, 2017

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
1) Microsoft Surface Pro 3 Tablet	2	\$900.00	\$ 1,800.00	\$ 1,800.00
2) HP All-In-One Laptop Computer with AMD Processor	4	\$600.00	\$ 2,400.00	\$ 2,400.00
			\$ -	
			\$ -	
			\$ -	
TOTAL:	6		\$ 4,200.00	\$ 4,200.00

JUSTIFICATION/COMMENTS: The program will need to purchase two (2) Surface Pro 3 tablets for the two (2) case managers. The Surface Pro 3 is ideal for fieldwork: it is slim, lightweight, and durable with the capabilities of a laptop. With the surface pro pen, CMs can obtain signatures in the field. The Program Coordinator, Mentor Coordinator, and Finance Manager will use laptop computers; most of their work will be done in the office. The House Manager will also use a laptop for data entry.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE				
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: Going Home Hawaii

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: 2014-2015	FY: 2015-2016	FY: 2016-2017	FY: 2016-2017	FY: 2017-2018	FY: 2018-2019	
PLANS							
LAND ACQUISITION							
DESIGN							
CONSTRUCTION							
EQUIPMENT							
	TOTAL:						
JUSTIFICATION/COMMENTS:							

NOT APPLICABLE

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Going Home Hawaii

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

NOT APPLICABLE

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, 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.

Going Home Hawaii

(Typed Name of Individual or Organization)



(Signature)

1-19-16

(Date)

Carol Matayoshi

(Typed Name)

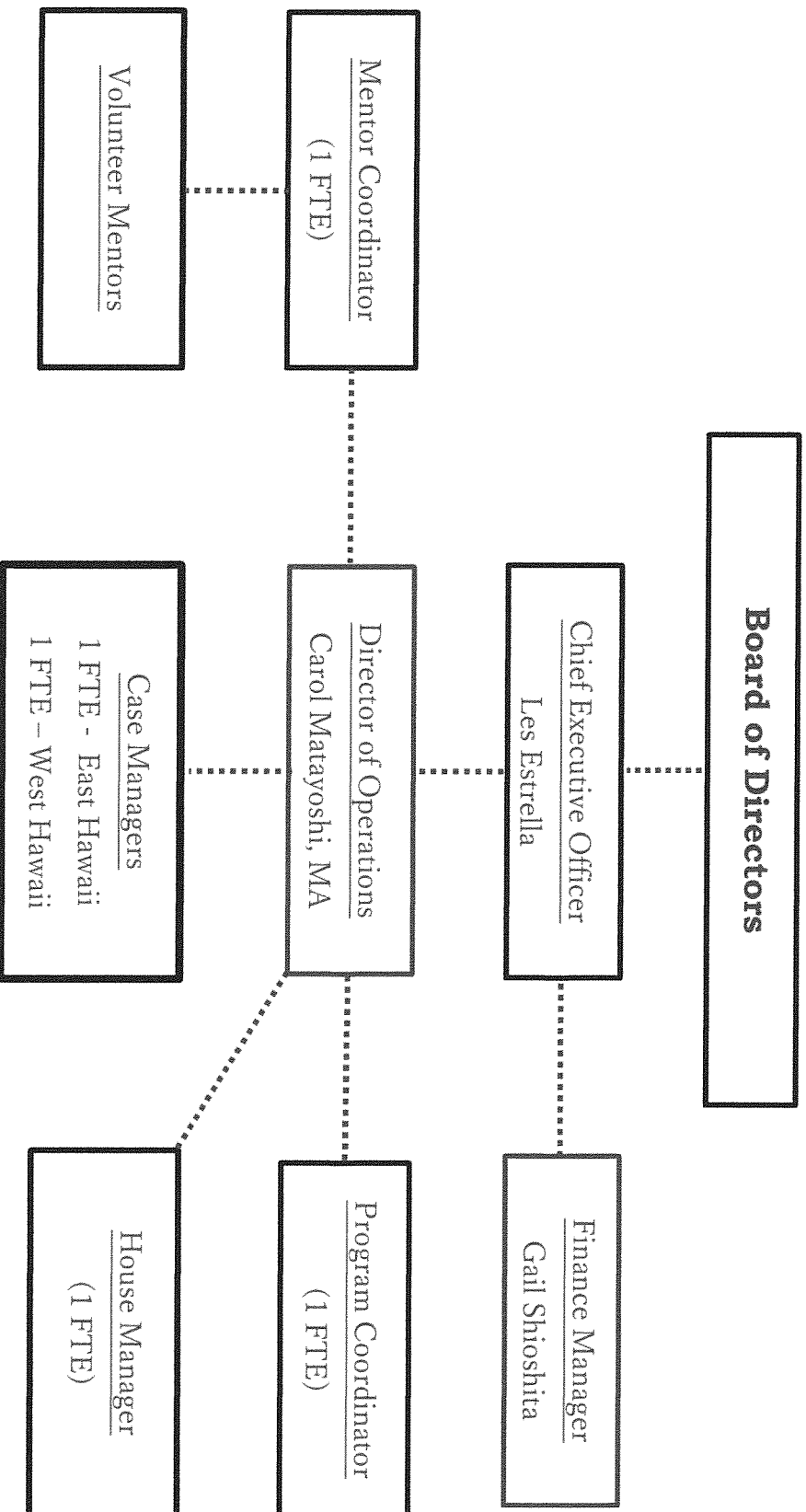
Grant Writer

(Title)

GOING HOME HAWAII

In-Reach and Reintegration Program

Organizational Chart



INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: 5/29/2015

GOING HOME HAWAII
54 PILIALOHA ST
HILO, HI 96720

Employer Identification Number:
46-3483417
DLN:
17053182341025
Contact Person:
ERIC KAYE ID# 31612
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
May 29, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

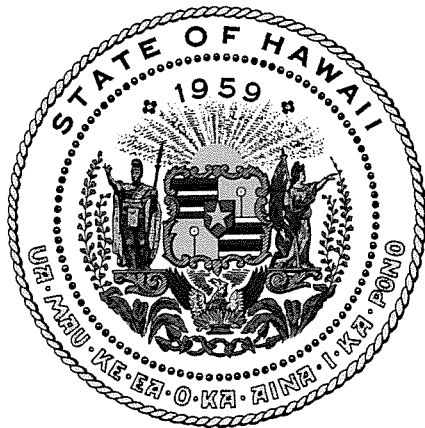
For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

GOING HOME HAWAII

Sincerely,



Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements



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

GOING HOME HAWAII

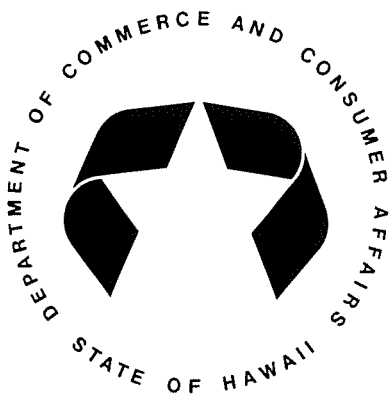
was incorporated under the laws of Hawaii on 05/29/2015 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

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 17, 2016



Director of Commerce and Consumer Affairs



estimated five to six inmates per month. Carol Matayoshi is expected to be the lead grant writer.

County Non-Profit Grant is due January 29,2016. Continue with capacity building.

State Grant In Aid is due January 22, 2016. The Mentally Ill in Jail is the target.

Discussion to extend the consultation contract for Ted Sakai to be extended from January 2016 to June 30, 2016 at \$60.00 per hour. Motion made by Kimi to approve and 2nd by Pete MacDonald. Votes to approve: 6 ayes and 0 noes. Contract extension approved.

Discussion to contract Carol Matayoshi to write grants at \$30.00 per hour, up to a maximum of five (5) hours a week, with her contract ending on 1/31/2016. She is authorized to sign and submit grant applications with review from board president. Kimi made a motion to approve and 2nd by Faith Oshiro. Votes to approve: 6 ayes and 0 noes. Contract approved.

6. Next meeting: Tuesday, January 12, 2016 at 10:00 AM in WDD conference room B.

7. Adjourn: 11:30 AM

These minutes have been recorded and completed by Faith Oshiro in the absence of Dawn Esperago, and are presented to Going Home Hawai'i Board of Directors.

All statements in these minutes were recorded accurately and will be reviewed and approved by all board members on January 12, 2016.

Minutes approved by:

Dawn Esperago, Secretary

Les Estrella, President:

Board members: Les Estrella (President), Irene Nagao (Vice President), Dawn Esperago (Secretary), Faith Oshiro (Treasurer), Kimi Palacio, Pete McDonald, Gil Silva, Charles Bogdahn, Kehau Fontes, Michelle Kobayashi

Consultant: Ted Sakai

Grant writer: Carol Matayoshi

Contracted for organizational documents: Kimi Palacio

GOING HOME HAWAII

Board of Directors Meeting

Tuesday, December 8, 2015 at WDD Conf, Rm. B. 10:00

MINUTES

“Our mission is to assist Hawai’i island men and women released from correctional institutions with re-integration into the community life through employment, training, and appropriate supportive services”

Convence: 10:14am

1. Call to Order and Welcome

Present: Les Estrella (P), Irene Nagao, (VP), Faith Oshiro (TR), Gil Silva, Peter MacDonald, Kimi Palacio. A quorum was established with 6 board members present.

Ted Sakai (Consultant), Carol Matayoshi (guest)

Absent & Excused: Michelle Kobayashi (E), Kehau Fontes (E), Dawn Esperago (Sec) (E), Charles Bogdahn (E)

2. Last meeting minutes approval

November minutes approved; signed by President and Secretary

Vote to approve: Motion (Les), Second (Irene) ---6 ayes, 0 noes

3. Treasurer Report: Faith Oshiro

- Current balance: \$10,682.09
- The County NP Grant Balance: \$2,495.64 (plus \$4,500.00 due upon 6 month report)

4. Old Business

Kimi reported five (5) policies will be drafted and ready for review. Also need the tax forms and insurance for the Board directors and officers and update the Policy and Procedures.

Les: Reported about twelve employers to attend. Certificates of Appreciation from Mayor Kenoi. Derwin Nunes to speak on behalf of employees and Debra Maiava on behalf of the employers.

5. New Business

Ted Sakai discussed the U.S. Dept of Labor 1.2 Million grant, which is due in January 15, 2016. Referrals will come from Hale Nani through Kenneth Rowe. Currently there are an



Carol Matayoshi <matayoshi29@gmail.com>

RE: GIA Proposal

Going Home Hawaii <goinghomehawaii@gmail.com>

Tue, Jan 19, 2016 at 3:00 PM

To: Carol Matayoshi <matayoshi29@gmail.com>

Cc: "Ted Sakai (sakait005@hawaii.rr.com)" <sakait005@hawaii.rr.com>, Theodore Sakai <theodoresakai@gmail.com>

Carol,

On behalf of GHH, please submit this grant.

Thank you for all your hard work and dedication!

Mahalo,

Les Estrella

Sent from my iPhone

[Quoted text hidden]

<IRR GIA Application.docx>