

House District \_\_\_\_\_

Senate District \_\_\_\_\_

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

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

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

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

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

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
Signs of Self, Inc.

Dbas: N/A

Street Address: 1953 S. Beretania Street, #5B, Honolulu, HI 96826

Mailing Address: 1953 S. Beretania Street, #5B, Honolulu, HI 96826

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name SCOTT O'NEAL

Title Director

Phone # 808-382-3881

Fax # 808-951-0848

E-mail soneal@signsofself.org

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:

REQUESTING FUNDS TO SUPPORT A STATE-WIDE SEXUAL AND DOMESTIC VIOLENCE PREVENTION AND ADVOCACY PROGRAM FOR INDIVIDUALS WHO ARE DEAF, HARD-OF-HEARING, OR DEAF-BLIND.

4. FEDERAL TAX ID #: \_\_\_\_\_

5. STATE TAX ID #: \_\_\_\_\_

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 12,900.00

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 \$ \_\_\_\_\_

FEDERAL \$ \_\_\_\_\_

COUNTY \$ \_\_\_\_\_

PRIVATE/OTHER \$ 8,550.00

TYPE \_\_\_\_\_ REPRESENTATIVE: \_\_\_\_\_

SCOTT O'NEAL, DIRECTOR  
NAME & TITLE

JANUARY 22, 2016  
DATE SIGNED



RECEIVED  
1/22/16 *MM*

## 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

At Signs of Self, our stated mission is to empower people who are Deaf, Hard-of-Hearing, or Deaf-Blind to live as independently as possible, to control the course of their own lives, and increase opportunities and choices through provision of direct services, peer advocacy, and community education. All our services are geared toward improving the lives of those with whom we work. All program staff have extensive experience working with individuals with a hearing loss, are able to communicate fluently in American Sign Language, and are able to communicate effectively with individuals who are not able to hear or utilize sign language but may have limited to no other means of direct communication.

Program staff and the Board of Directors of Signs of Self are composed of both individuals with a hearing loss and representatives of agencies providing direct services to individuals with significant disabilities including those with a hearing loss. The Board itself brings together individuals with multiple skill sets and a knowledge base of over 30 years of direct service to persons with disabilities – providing independent living and adjustment services, employment assistance, information and referral, life skills training, and access to needed equipment and technologies.

Persons with a hearing loss are an extremely diverse group of individuals with specialized needs that are often only partially met (if addressed at all) by agencies and providers only serving them “in addition to” their regular clientele. These agencies generally do not have knowledge of the issues specific to this population and rarely have the ability to directly communicate with these individuals. It was out of the expressed frustration and lack of progress experienced by individuals with a hearing loss, and the concerns expressed by community service providers that needs were not adequately being met, that led to the creation of Signs of Self as well as requests for services such as those addressed by this RFP.

2. The goals and objectives related to the request;

The funds will be used to help support a new program within Signs of Self to train 3 to 5 deaf, hard-of-hearing, and sign-fluent hearing women (preference given to those with a hearing loss) to become Peer Advocates/Empowerment Directors to women and girls with a hearing loss who are currently involved with or who have experienced domestic and/or sexual violence. We have already obtained funding from the Women's Fund of Hawaii that will allow us to setup the program – provide training and supervision to the Peer Advocates and develop links with already established programs (the Domestic Violence Action Center and the Sex Abuse Treatment Center). The funds requested will allow us to expand the program beyond Oahu, to all neighbor islands, and to allow us to pay the peer Advocates for their time.

Specific program goals:

Short Term:

- 1) 3 to 5 women will be successfully trained to be Empowerment Directors (EDs) (right now there are zero in Hawaii).
- 2) A co-training will be held with the Hawaii Sex Abuse Treatment Center and Domestic Violence Action Center to increase awareness of deaf, hard-of-hearing, and deaf-blind needs.
- 3) A training will be held with the Signs of Self Board of Directors, to ensure they understand their role in supporting this project in the long-term. And to assist them with designing a sustainable plan to support the project.

Longer Term:

- 1) EDs will provide services to at least 5 deaf, hard-of-hearing, or deaf-blind women or girls per month.
- 2) EDs will provide at least 1 training/workshop per month in school settings, or to the general population.
- 3) ED's will provide services to at least 1 neighbor island deaf, hard-of-hearing, or deaf-blind women or girls per month.
- 4) ED's will receive ongoing training and supervision from Deaf Hope to ensure they are prepared to work with all referred clients in the most appropriate and effective means possible – at least one supervision session per month.

3. The public purpose and need to be served;

This project is important because there currently are no individuals in Hawaii who are experienced or trained and who are able to work directly with individuals who are deaf, hard-of-hearing, or deaf-blind. Yes, there are programs in Hawaii that address individuals with issues related to domestic or sexual violence, but none of them have training or are able to communicate directly with individuals with a hearing loss. And, this is especially tragic as research tells us that across the board, individuals with

disabilities are at higher risk for sexual abuse and domestic violence than individuals without disabilities.

- According to a meta-analysis of findings from studies of victimization of people with disabilities, children with disabilities are 2.9 times more likely than children without disabilities to be sexually abused. Children with intellectual and mental health disabilities appear to be the most at risk, with 4.6 times the risk of sexual abuse as their peers without disabilities. Deaf children and youth are believed to experience an increased risk for abuse.
- In a report from 1987, researchers found that between 50 and 75% of deaf children at some residential schools have been sexually abused.
- Data from an eight-year survey of college students at Rochester Institute of Technology indicates that Deaf and hard of hearing individuals are 1.5 times more likely to be victims of relationship violence including sexual harassment, sexual assault, psychological abuse and physical abuse in their lifetime.
- According to the 2010 Administration on Children Youth and Families (ACYF) report, more than three million reports of child maltreatment were made in 2009, with 10 percent of cases involving sexual abuse. Eleven percent of victims reported having a disability, including 3 percent with behavior problems, over 2 percent with an emotional disturbance, and over 3 percent with an additional medical condition.
- A 2000 Nebraska school-based study found that children with disabilities were more than three times more likely to be sexually abused as children without disabilities. The sample included 40,211 children from 0–21 years using public school records from 1994 to 1995. The study found a 31 percent prevalence rate of maltreatment for children with disabilities vs. a 9 percent prevalence rate for children without disabilities.
- A 1998 Boys Town National Research Hospital study found that children with disabilities were 2.2 times more likely to be sexually abused than children without disabilities. The increased rate extended beyond sexual abuse to all forms of maltreatment, with a 64 percent prevalence rate of maltreatment for children with disabilities vs. a 32 percent prevalence rate for children without disabilities. The sample included more than 39,000 hospital records from 1982 to 1992.
- Abused children and young adults are not likely to discuss the abuse unless specifically asked about it. Deaf children/youth may have a harder time disclosing sexual abuse due to communication gaps with hearing caregivers or family members and may also not have private access to a TTY or videophone. Calls are often monitored in schools/dorms. The lack of privacy about normally private issues may create a reluctance to disclose.
- Children who grow up in residential schools often are very curious and highly naïve about sexual norms and values. Their curriculum rarely includes sexuality as a “norm” and many parents of kids who are deaf opt out of any sexuality education, feeling that this would create interest and trouble. This lack of understanding can set them up for exploitation, as well as making healthy sexual relationships especially difficult.

- Survivors of sexual abuse often experience strong feelings of shame, guilt, fear, and confusion about the abuse. Most survivors need the support of family, close friends, or professional counselors to deal with these feelings effectively.

Basically, if the proposed project doesn't get a chance to become reality, the current status quo will continue. Meaning, current programs will continue doing what they are doing, assuming they are meeting the needs of this population, when in reality they aren't. Individuals with a hearing loss, both male and female, who have or are still victims of sexual or domestic violence will continue to hide and not get the help they need – because they have no one they can turn to who both understands their experience and can communicate with them one on one.

There is an argument that current services, provided through certified interpreters is sufficient to meet the needs of this population. However, this assumption is false. Engaging qualified sign language interpreters is, of course, a reasonable accommodation when no sign-fluent providers are available. However, the presence of an interpreter does not necessarily indicate that a deaf client has the same access to effective treatment as a hearing client. Glickman (2003) refers to this common presumption as the “*illusion of inclusion*.” O’Hearn and Pollard (2008) explain why the presence of interpreters does not result in equal access to treatment. As mentioned previously, the clinical deaf population likely has fund of information deficits and lower literacy levels than the average deaf person. An interpreter does not typically have time, especially in a group setting, to fill these gaps or accommodate for literacy limitations. Particularly in the context of therapeutic treatment, which has its own jargon and metaphors, the interpreter would be faced with the “interpersonal demand” (Dean & Pollard, 2005) of attempting to bridge the “thought world” of the hearing group members/therapists with the thought world of the deaf client. Unless time is unlimited, this will not happen. Also, therapeutic metaphors, which make sense to hearing people, do not translate well into ASL or fit the average deaf client’s experience (Isenberg, 1996).

Using interpreters in a group setting also makes it difficult for the deaf client to feel like part of the group. The lag time necessary for translation means that the deaf person is always receiving information a bit later than the rest of the group, which makes equal participation difficult. Additionally, it is impossible to read workbook materials or diary card while simultaneously watching an interpreter, a barrier that hearing clients do not face. Additionally, simply having a third party in the room for therapy, especially when the deaf client knows the interpreter from other contexts, can be uncomfortable at best.

So, in sum, without the creation of this project and services, individuals who are deaf, hard-of-hearing, or deaf-blind will continue to be typically unserved, generally underserved, and receiving inadequate services even when they are supposedly being served.

4. Describe the target population to be served; and

Through this program, we will work with deaf, hard-of-hearing, or deaf-blind individuals, primarily women and girls, who have experienced domestic or sexual violence. We will also provide education and advocacy services for individuals who are deaf, hard-of-hearing, or deaf-blind, regardless of experience with domestic or sexual violence, to prevent future occurrences of domestic or sexual violence.

5. Describe the geographic coverage.

Current funding will allow us to provide services on the island of Oahu only. With additional funding through the legislature, we will be able to provide services state wide.

## 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;

Purpose: To develop the capacity, supported by Signs of Self, to provide comprehensive advocacy to Deaf survivors and to prevent any new women from experiencing domestic or sexual violence. The guiding principle of our advocacy services will be the self-determination of survivors – we respect the right of the survivor to make their own decisions. Deaf survivors are the experts in what best fits their needs. Our role is to discuss options and dispel myths, while offering non-judgmental support. Our services will aim to fully incorporate a deep understanding the dynamics of violence, the vital importance of confidentiality, and individual approaches to safety planning.

Implementation: This will be a joint venture between Signs of Self in Hawaii and the Deaf Hope program in California. SOS will be the lead agency contracting with DH to provide 3 trainings in Hawaii: 1) for 3 to 5 Peer Advocates/Empowerment Directors; 2) for community agencies currently providing services on working with individuals with a hearing loss; and, 3) for the SOS board (and others interested) on developing organizational policies and approaches to survivor-centered, culturally specific services. DH will also be contracted to provide ongoing consultation and supervision to SOS staff and Empowerment Directors.

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

The current timeline to begin and continue services is as follows:

January to March, 2016

- Recruitment of Empowerment Directors
- Initial training of Empowerment Directors completed
- Initial training of Board and collaterals completed

April to June, 2016

- Services to begin on Oahu

July to September, 2016

- Services to begin on Neighbor Islands

Ongoing

- Monthly consultation sessions, beginning April 2016
- Bi-annual meetings with the Hawaii Domestic Violence Action Center

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

To ensure appropriate services are supplied at all times, we will use a combination of the Plan/Do/Study/Act Quality Assurance and Improvement Plan (QAIP) and quality methodologies developed by the Commission of Accreditation of Rehabilitation Facilities (CARF). We have chosen to begin implementing CARF standards now as a precursor to our application for self-study and eventual application for accreditation. The Plan/Do/Study/Act model is the overall framework we use for continuous process improvement. The protocol is structured to answer the following questions: What are we trying to accomplish? How will we know that a change is an improvement? What changes can we make that will result in an improvement?

The model has four steps: plan, do, study, and act, as described below.

- Plan:
- 1) Identify opportunities for improvement
  - 2) Define baseline
  - 3) Describe root cause(s)
  - 4) Develop an action plan
  - 5) Set goals and plan data collection
- Do:
- 1) Communicate change plan
  - 2) Implement change plan
  - 3) Document problems
  - 4) Reassess and revise
- Study:
- 1) Review and evaluate result of change
  - 2) Complete data analysis, review lessons
  - 3) Communicate progress – community and board meetings, agency visits, agency website, Facebook, etc.
- Act:
- 1) Reflect and act on findings
  - 2) Standardize process and celebrate success
  - 3) Implement and re-evaluate
  - 4) Plan needs for the next cycle

Specific to this contract, the QAIP will help monitor the following areas:

- Degree and quality of supervision and training processes.
  - This area will mainly be monitored internally through agency required continuing education and training requirements and expectations. The Executive Director will be responsible for maintaining all training records and for identifying any need for additional training. The Signs of Self Board of Directors will be responsible to review all training and supervision, including any needed to be completed by the Executive Director, at least annually.
  - All training records will be maintained for review for compliance and for historical reference to track completed and needed areas for training.
- Degree to which eligible consumers are receiving services in accordance with stated standards and requirements as described in this proposal.



- This will be determined by having both: internal case and chart reviews conducted monthly by the Executive Director; and, external case and/or chart reviews conducted with the DeafHope trainers at least quarterly.  
\* All records reviewed will be redacted so no personally identifiable information is available outside the program office.
  - These reviews will be conducted not only because they are required by the contracting agency, but also because such reviews are a vital part of quality service provision.
  - Degree of adherence to program operations, policies, procedures, and standards;
    - This area will be primarily monitored on a quarterly basis by the Executive Director.
    - The Signs of Self Board of Directors will also be responsible to oversee all program operations and to work with the Executive Director to ensure all policies, procedures, and standards are being met.
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.

Our goal is to develop innovative approaches to facilitate change within the Deaf community, to break down the cultural and social systems that perpetuate violence against women, and to empower individuals to work toward a life free of violence. And, to both reduce the incidence of violence related episodes to deaf, hard-of-hearing, and deaf-blind women in Hawaii, and increase the ability for these same girls and women to take control of their own lives.

The overall goal or objective of domestic violence victim service programs is to enhance safety and justice for battered women and their children. The short-term outcomes we will use to measure our success with this goal include:

- increase in survivors' immediate safety;
- immediate safety of survivors' children;
- survivors' increased knowledge about domestic violence;
- survivors' increased awareness of resources and options;
- survivors' decreased isolation;
- community's improved response to battered women and their children; and
- the public's increased knowledge about domestic violence and how to address it for women and girls who may be Deaf, Hard of Hearing, or Deaf-Blind.

The long-term outcomes we will use to measure our success with this goal include:

- increased survivor safety over time;
- reduced incidence of abuse in the community;
- reduced homicide in the community; and/or
- improved quality of life of survivors.

Methods that will be used to get the above information include:

- Face-to-face interviews
- Telephone/videophone interviews
- Written surveys
- Focus groups (held at least once every 6 months in conjunction with other community gatherings)
- Staff records and opinions (only used as a supplement to the above, never instead of the above)

### III. Financial

#### Budget

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

See Attachment, Page 5, for detailed budget request.

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
\$3,225	\$3, 225	\$3, 225	\$3, 225	\$12,900

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

- 1) Our plan is to continue contracting with the Department of Human Services, Department of Vocational Rehabilitation, as our funding base – this funding covers most office, overhead, and program staffing costs.
- 2) We received a grant for the Womens Fund of Hawaii, \$5,000, specifically to begin this project. This funding will cover all initial training costs including salaries for Empowerment Directors and costs related to flying a consultant in from the mainland to lead requested training and networking activities.
- 3) We received a donation from the First Insurance Company of Hawaii, \$1,253.83, and this donation will also be used to support this project and to defray costs.
- 4) In 2015 we became a partner agency of the Aloha United Way and also partner with the Combined Federal Campaign. Because this is our first year working with these sources, we don't yet know how much we will be receiving from those donations. However, a portion of any donations received will also be used to help support this project.
- 5) We also partner with the following organizations – The University of Hawaii, Center of Disabilities Studies, Comprehensive Service Center for individuals who are Deaf, Hard-of-Hearing, or Deaf-Blind; the Georgia E. Morikawa Center; and, Access to Independence – all agencies serving individuals with disabilities. Through these partnerships, we hope to be able to share trainings, staff, travel, and other resources to help defray some of the costs and maintenance for this program.

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.

Signs of Self has never applied for any state or federal tax credits, and has no current request for tax credits planned.

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.

See Attachment, Page 9, for detailed listing of past and current government contracts held by agency.

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

Balance of unrestricted current assets as of December 31, 2015: \$29,910.97

## IV. Experience and Capability

### A. Necessary Skills and Experience

#### **Start-up Project Leader**

Executive Director – Scott O’Neal, LCSW (See Attached Resume)

Mr. O’Neal is a Licensed Clinical Social Worker with extensive skills and training in working with deaf, hard of hearing, deaf-blind, and hearing populations – with and without other disabilities, in various capacities over the past 17 years and has almost 25 years of experience working with persons with disabilities. Selected examples of this knowledge and training include:

1. 17 years’ experience in private practice completing assessments; providing counseling and therapy services to individuals, groups, and family systems; and, providing consultation and training to agencies and systems on working with individuals with either physical, intellectual, or psychological challenges.
2. Five years’ experience as director of Signs of Self – working with the Board of Directors to create and develop programs to match community need; seeking out and hiring qualified staff; providing on-site training and supervising staff to provide the highest quality services possible; and developing relationships with both other community agencies and employers to increase the opportunities for individuals who are Deaf, Hard-of-Hearing, Deaf-Blind, or hearing to become and live as independently as possible.
3. Acts as trainer for other program staff on the principles of Customized Employment and supporting individuals with a disability to not only find or create jobs but develop careers as well. And, experience working with consumers under the Independent Living Model of practice which views disability as a construct of society, and as such attempts to remove the stigma and discrimination often imposed on persons with disability who are “unable” or less than. Provides training to other program staff on these concepts and how to apply them when working with consumers.
4. Graduation from an accredited program with a Masters in Social Work in 1998 from Gallaudet University. The primary focus of programs completed at Gallaudet University is to prepare students for advanced social work practice specifically with deaf and hard of hearing populations, and in general persons with disabilities.
5. Specific training and experience working with individuals based on a Family Systems model where individuals are seen not as if they exist in a vacuum, but as part of a greater whole. In order to understand the individual and their potential, the greater “family” (meaning the immediate family, school, and/or community) and its role must also be understood and brought into focus when developing successful plans and intervention.
6. Participation in numerous regular professional development and continuing educational trainings. Some of the areas of familiarity covered: transition

planning for Deaf-Blind consumers; Aspergers and Autism spectrum disorders; treatments for the seriously mentally ill; schizophrenic disorders; depression and anxiety disorders; substance abuse and recovery; legal and professional ethics; working with children and families; working with youth and adults with Reactive Attachment Disorders; assisting both children and adults in issues related to prior or current sexual, physical, or emotional abuse and/or neglect; working with youth and adults with various developmental disabilities; therapeutic techniques for deaf and hard-of-hearing youth and adults; and, directive and non-directive play therapy techniques.

**Start-up Consultants, Advocates and Trainers through Deaf Hope**

Amber Hodson, Lead (See Attached Resume)

“Our mission at DeafHope is to end domestic and sexual violence in Deaf communities through empowerment, education and services. DeafHope was founded by women from the Deaf community in February, 2003. We believe that Deaf survivors and their children deserve access to services that will support them through violent situations. DeafHope draws on the strength and experience of survivors and Deaf women as leaders, advocates and volunteers. Our mission is achieved on three levels – by providing services to Deaf survivors of domestic and sexual violence and their children; by educating our community and service providers about domestic and sexual violence; and by providing training and technical assistance to establish more accessible services for Deaf survivors. At DeafHope we rely on the empowerment model.

We believe that Deaf survivors and children are not responsible for the violence they experience, and they have a right to live in a healthy environment. We believe that Deaf survivors have the ability and right to make their own choices toward living independently and safely. As advocates, we provide support and information, working with their strengths, and we believe only survivors can make the best choices for themselves and their children.

DeafHope advocates provide support for Deaf survivors and their children and facilitate self-determination through comprehensive services. Deaf survivors are the experts we consult first in providing services. Our role as advocates is to discuss options, dispel myths, and offer non-judgmental support. Services fully incorporate a deep understanding of the dynamics of violence, the vital importance of confidentiality, and individual approaches to safety planning. While respecting the right of the survivor to determine their services, DeafHope offers information, referral, peer counseling, case management and systems advocacy for Deaf survivors.

At DeafHope we recognize that in the majority of cases, women are assaulted. This happens because we live in a patriarchal society where violence against women is allowed and institutionalized. Men are also assaulted. At DeafHope we

are committed to providing services to anyone who has experienced domestic violence and/or sexual assault. As a community, we can end violence against women by educating ourselves, teaching our children nonviolence and respect, supporting survivors, and demanding accountability for those using violence.”

### **On-going Project Leaders**

As the plan is to train 3 to 5 women to become Empowerment Directors (peer advocates/trainers), the long term goal would be for this group – along with our current fulltime Independent Living Specialist for support – take over the management of this project.

### **B. Facilities**

Signs of Self is located in the Starts Plaza, 1953 South Beretania Street, #5B, Honolulu, Hawai`i, 96826. This office is conveniently located close to several major bus lines in Honolulu and the University of Hawaii. The office is open Monday to Friday, 8:00am to 4:30pm, and Saturdays from 10:00am to 2:00pm. The addition of Saturday hours is something that had been requested by consumers, and allows us to keep the office space open to meet their needs as well as to provide classes that are more accessible to individuals who are not able to attend during the week.

This office and building is ADA compliant and fully accessible including: disability parking stalls, ramped entryways, elevators, and visual and auditory alarms. Additional equipment and technology provided in the office include: computer workstations and a central videophone for consumer use, videophones and computers on all staff desks, a CapTel phone, and a TTY. All program staff are provided with cell phones to use in keeping in contact with consumers by voice, text, or video-chat depending on individual consumer needs and preference.

Though it is not planned that all Empowerment Directors (ED) must meet with their clients at the office, doing so will always be an option and private space will be made available as needed. In general, ED's will be meeting with clients at locations of the clients choosing, where they feel the safest. ED's will also be able to meet with and accompany clients to needed meetings with other support services and the police or medical providers. On Neighbor Islands, ED's will work with the Independent Living providers, primarily Aloha Independent Living Hawaii, to share space or again meet clients in locations of their own choosing.

## **V. Personnel: Project Organization and Staffing**

### **A. Proposed Staffing, Staff Qualifications, Supervision and Training**

Primary oversight, supervision, and administrative duties will be carried out by Executive Director. As described above, the Executive Director has extensive experience providing supervision and program development.

Amber Hodson, MSW, CI/CT, from Deaf Hope will be primarily responsible for clinical oversight and training of all ED's.

As part of this project, there will be 5 Empowerment Directors (ED's) hired. The Executive Director will be the staff person with primary responsibility over the ED's. The Empowerment Directors will be selected based first on prior experience working with abused women, and/or those who have a current interest in working with these women and youth. All ED's will be required to be fluent in American Sign Language, with priority given to individuals who are Deaf, Hard of Hearing, or Deaf-Blind.

### **B. Organization Chart**

See Attachment 1 for Organization Chart

### **C. Compensation**

No one on the Board of Directors, or Officers, receive compensation. All serve in a voluntary capacity.

The Executive Director works on a half-time basis, with a base annual salary of \$23,500. However most work done by the Director is on a volunteer basis – in 2015, total salary paid was \$5,270.87.

Signs of Self employs 2 Independent Living Specialists, one full-time and one half-time. Full-time annual base salary for an Independent Living Specialist is \$29,120.



## **VI. Other**

### **A. Litigation**

Signs of Self is not now, nor has ever been, party to any litigations, pending or otherwise.

### **B. Licensure or Accreditation**

Scott O'Neal, the Executive Director is a Hawai'i Licensed Clinical Social Worker (LSW-3231) for the past 10 years.

Amber Hodson, the Trainer from DeafHope, hold the following certifications:

- April 2003 Bay Area Women Against Rape Oakland, CA  
Sexual Assault Trainer (56 hour training)
- May 2001 Highland Hospital Oakland, CA  
Sexual Assault Response Team Advocate (40 hour training)
- September 1998 Domestic Violence Project/SAFE House Ann Arbor, MI  
Domestic Violence Peer Counselor (44 hour training)
- May 1997 National Registry of Interpreters for the Deaf  
Certificate of Interpretation & Certificate of Translation

### **C. Private Educational Institutions**

Grant will not be used to support or benefit any sectarian or non-sectarian private educational institution.

### **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.

At this time, our current level of funding is insufficient to properly sustain this program at the level needed. That is why we are turning to the legislature for additional support to get the program established and running for at least the first year. To sustain the program past the first year, we will use the following methods:

- 1) Continue to seek funding, grants, and support from various public, community, and private sources.

- 2) Continue to participate with the Aloha United Way, Combined Federal Campaign, and solicit public donations specific targeting this program.
- 3) Continue to work with other community agencies working with similar populations (described above) and develop partnerships with the Hawaii Sex Abuse Treatment Center and the Domestic Violence Action Center.
- 4) If necessary, we can reduce the amount of services available, only providing assistance on the island of Oahu. This would be the last option taken as we feel the services are needed across all islands and to not provide the Neighbor Island with services would be unsuitable.

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

See attached for current Certificate of Good Standing.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: Signs of Self, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	\$2,700.00	\$0.00	\$0.00	\$3,000.00
2. Payroll Taxes & Assessments	\$0.00	\$0.00	\$0.00	\$0.00
3. Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL PERSONNEL COST</b>	<b>\$2,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,000.00</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	\$3,600.00			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	\$1,200.00			\$3,150.00
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Travel Expenses				\$1,400.00
10. Airfare, out-of-State				\$1,000.00
11. Travel Expenses, Inter-Island	\$600.00			
12. Sign Language Interpreters	\$4,800.00			
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<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>\$10,200.00</b>			<b>\$5,550.00</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>\$12,900.00</b>			<b>\$8,550.00</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	\$12,900.00	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p><i>SCOTT O'NEAL</i> Name</p> <p><i>[REDACTED]</i> Signature</p> <p><i>SCOTT O'NEAL, DIRECTOR</i> Name and Title (Please type or print)</p> </div> <div style="width: 35%;"> <p><i>808-382-3881</i> Phone</p> <p><i>1/21/2016</i> Date</p> </div> </div>		
(b) Total Federal Funds Requested				
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested	\$8,550.00			
<b>TOTAL BUDGET</b>	<b>\$21,450.00</b>			



# BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Signs of Self, Inc.

Period: July 1, 2016 to June 30, 2017

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None requested			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				<b>\$0.00</b>

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None Requested			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				<b>\$0.00</b>

JUSTIFICATION/COMMENTS:

# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: Signs of Self, Inc.

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: 2016-2016	FY:2016-2017	FY:2016-2017	FY:2017-2018	FY:2018-2019
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
JUSTIFICATION/COMMENTS:						

**GOVERNMENT CONTRACTS AND / OR GRANTS**

Applicant: Signs of Self, Inc.

Contracts Total: \$749,176.00

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY</b> (U.S. / State / Haw / Hon / Kau / Mau)	<b>CONTRACT VALUE</b>
1	Independent Living Services for Persons who are Deaf, Hard of Hearing, and Deaf-Blind	SFY 2009 - 2011	DHS/DVR	State	\$122,848.00
2	Adjustment Services for Deaf, Hard of Hearing and Deaf-Blind Persons	SFY 2011 - 2013	DHS/DVR	State & Federal	\$200,000.00
3	Independent Living Services for Persons who are Deaf, Hard of Hearing and Deaf-Blind	SFY 2013 - 2015	DHS/DVR	State & Federal	\$80,000.00
4	Independent Living Services for Persons who are Deaf, Hard of Hearing and Deaf-Blind	SFY 2015 - 2017	DHS/DVR	State & Federal	\$180,000.00
5	Job Placement and Retention Services	SFY 2015 - 2017	DHS/DVR	State	\$166,328.00
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**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.

Signs of Self, Inc.

(Type Name) \_\_\_\_\_

(Signature) \_\_\_\_\_

Scott O'Neal

(Typed Name)

January 19, 2016

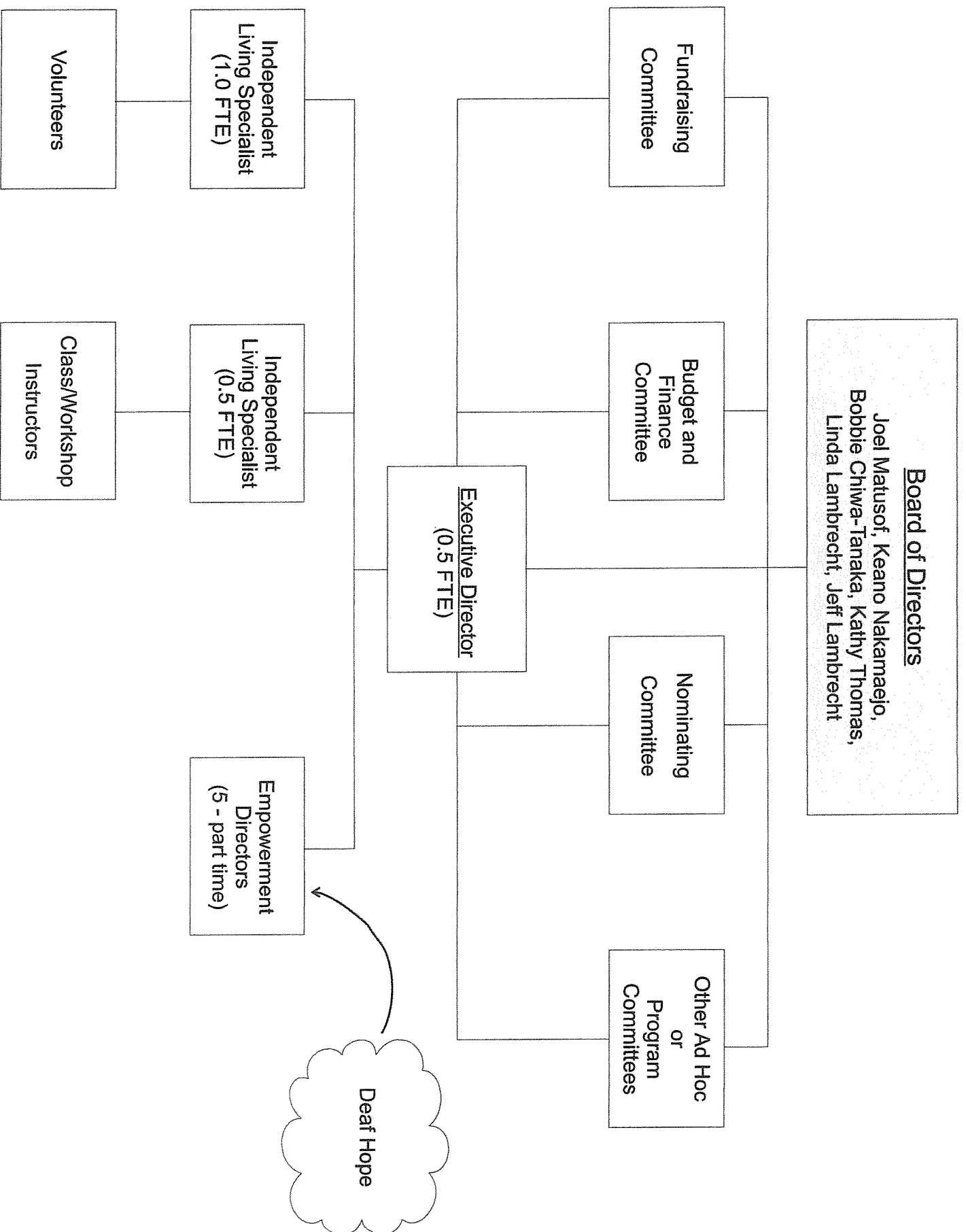
(Date)

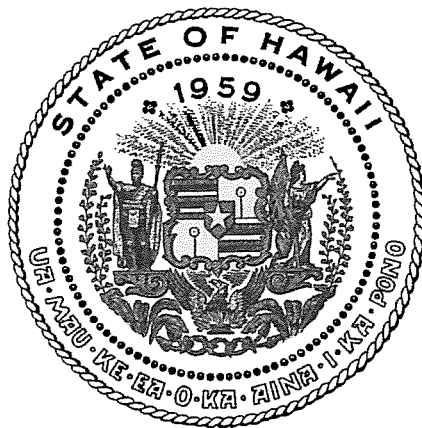
Director

(Title)



# Attachment 1 Organization-Wide Organization Chart





## 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

#### SIGNS OF SELF, INCORPORATED

was incorporated under the laws of Hawaii on 10/18/2010 ; 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 21, 2016



Director of Commerce and Consumer Affairs

