

House District _____
Senate District _____

THE TWENTY-NINTH 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:
Going Home Hawaii

Dba: 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 # _____

E-mail carol.goinghomehawaii@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 IS A PILOT PROJECT, MEANT TO REDUCE THE NUMBERS OF PERSONS WITH MENTAL ILLNESSES IN THE HAWAII COMMUNITY CORRECTIONAL CENTER (HCCC). IT IS ALSO MEANT TO REDUCE OVER-CROWDING AT HCCC, WHICH HAS PROMPTED THE ACLU TO REQUEST A FEDERAL INVESTIGATION INTO THE VIOLATION OF CONSTITUTIONAL RIGHTS OF HCCC 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 WILL HELP TO ENSURE A SUCCESSFUL TRANSITION AND TO REDUCE RECIDIVISM, OVERCROWDING ISSUES, AND CHRONIC HOMELESSNESS.

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 159,594.25

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

NOTE: THIS SERVICE IS PRESENTLY IN OPERATION ON A VERY LIMITED BASIS, UTILIZING VOLUNTEERS.

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

STATE \$ _____
FEDERAL \$ _____
COUNTY \$ 12,500.00
PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

IRENE NAGAO, PRESIDENT
NAME & TITLE

1-18-17
DATE SIGNED



RECEIVED
1/20/17 *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 Hawaii Island to reintegrate ex-offenders into the community and the workplace. The Hawaii 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 Hawaii Island men, women, and youth 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 Hawaii 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 operating under the fiscal sponsorship of the Hawaii Island Workforce and Economic Development Ohana, Inc. (HIWEDO) from 2007 until 2013. HOPE Services Hawaii, 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 Hawaii Island Going Home Consortium. The Consortium continues to meet monthly with an average attendance of 25-30 individuals. Many of our members actively participate on committees which include the following: Housing, Education and Training, Employer Relations, Criminal Justice Partners, Justice Involved Youth, Health and Wellness, Job Readiness, Faith-Based Organizations, Community Relations, and the West Hawaii 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 community members from both East and West Hawaii. Virtually every agency that works with criminal offenders on Hawaii Island is a member of or is aligned with GHH. As such, GHH is ideally situated to address the multiple challenges of offender reintegration, including the complex issues involving homeless and/or mentally ill inmates who are enmeshed in the State’s correctional system.

On November 3, 2015, the Hawaii County Council passed Resolution 268-15, enlisting the County of Hawaii in *Stepping Up*, a national initiative to reduce the number of people with mental illnesses in jails. GHH’s then-President and current Executive Chair and Interim CEO, Les Estrella, played a key role in getting this resolution passed. Hawaii 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.

2. The goals and objectives related to the request:

Goals:

- Reduce the number of homeless and/or mentally ill offenders in jail;
- Alleviate overcrowding at Hawaii Community Correctional Center (HCCC);
- Reduce the recidivism and continuous cycling in and out of jail for homeless and/or mentally ill offenders (thereby, reducing costs to our public systems); and
- Focus efforts in West Hawaii, where needs and challenges are greater due, in part, to the distance from jail to court and other resources, lack of transportation, and higher cost of living.

Objectives:

- Obtain information to devise strategies from best practices being implemented across the country, including the LEAD (Law Enforcement Assisted Diversion) model;
- Implement the In-Reach and Reintegration pilot project based on these best practices (and tailored to the needs of our West Hawaii community);
- Create a process to track and evaluate progress, revise strategies as needed, 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 had 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.

HCCC's current occupancy is at 155% of its capacity with a headcount of 321 (as of December 31, 2016) for the facility's design bed capacity of 206 inmates, according to a report by the Hawaii Tribune Herald's John Burnett. In his January 11, 2017 article, Burnett reports that the American Civil Liberties Union of Hawaii Foundation (ACLU) is requesting a federal investigation into the "severe overcrowding", "lack of medical and mental health services" and "general unsanitary conditions" of HCCC, stating that it is "violating the constitutional rights of inmates."

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 but 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.

It is also well known that there is 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 or 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 Hawaii 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 pilot project period, GHH proposes to work with a minimum of 40 individuals, aged 18 and over, who: 1) are arrested for misdemeanor offenses and are mentally ill and/or homeless, or 2) who are convicted as adults and are reentering the West Hawaii 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.

The pilot project will cover the West Hawaii area, including the Hawaii Island regions of North Kohala, the Kohala Coast, and Kona. We are focusing on West Hawaii for this pilot project due to the following reasons:

- Distance from HCCC (Hilo/East Hawaii) to court and other resources;
- Availability of recovery house beds in Kona;
- High chronic homeless population in Kona;
- High substance abuse in Kona;
- Higher cost of living in Kona;
- Well-established and highly cooperative community stakeholders, including judges, prosecutors, public defenders, probation officers, drug court, mental health and substance abuse treatment providers, and public and private health care professionals.

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.

IRR will also incorporate elements of the Law Enforcement Assisted Diversion (LEAD) model, a promising new strategy developed in Seattle, Washington to improve public safety and to reduce unnecessary justice system involvement of people who participate in the program. LEAD requires a collaboration with the Hawaii County Police Department (HPD) to identify low-level offenders who may benefit from participating in the program.

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

1. Pre-booking diversion: Develop and maintain a collaborative effort with HPD to identify and refer low-level offenders to the program instead of arresting and booking individuals for certain petty offenses.
2. Timely Jail In-Reach: When the offender is incarcerated, 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.
3. 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.

4. Individual Service Plan: The CM will develop an individual service 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.

5. 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. The CM 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, the CM 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.

6. Transition Planning: The 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.

7. Coordinating the transition plan: The 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.

8. 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.

9. Housing: If no permanent housing placement is available, the CM will place participants into the Hawaii Sober Living and Recovery Center (HSLRC), a transitional supportive housing program located in Kailua-Kona. GHH has an agreement with HSLRC and will pay for bed space for those who are unable to pay until they begin receiving entitlements or other income.

10. 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.

11. 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.

12. 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.

13. 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 HCCC, Hale Nani, and parolees with the Hawaii Paroling Authority in Hawaii 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. Executive Chair and Interim CEO 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 Consortium partners, who are connected within all the communities throughout the county.

14. 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.

15. Job Readiness Training: Participants will be referred to Employment Specialists, who will provide them 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.

16. 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, the CM will focus on reducing risky behaviors. Program staff will be knowledgeable about criminal justice systems and will 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 40 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 40 program participants.

#	Service or Activity	Timeline
1	Meet with HPD/community police officers to obtain “buy in” and determine collaborative efforts	Month 1
2	Recruit and train mentors	Month 1
3	Enroll and provide case management and mentoring services for 40 program participants	5/monthly
4	Place 80% of program participants into transitional or permanent housing	5/monthly
5	Provide substance abuse and mental health assessments for all program participants	5/monthly
6	Provide Board Reports on updates, challenges, and successes	Monthly
7	Coordinate/facilitate Advisory Committee meetings consisting of Consortium members	Monthly
8	Coordinate/facilitate meetings with HPD/Community policing for case reviews/discussions/evaluations	Monthly
9	Monitor and evaluate mentor/mentee relationships	Every other month
10	Provide mentor support/supervision	Monthly
11	Collect and analyze data.	Monthly/ Continuous
12	Program participants to complete satisfaction surveys	Quarterly
13	Review and update individual service plans	Quarterly
14	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.

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, the 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 the Director of Operations 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 Case Manager and CEO. 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 determined and implemented.

III. Financial

Budget - Attached

1. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2018.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$40,800.00	\$39,600.00	\$39,597.25	\$39,597.00	\$ 159,594.25

2. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.

- County of Hawai'i Nonprofit Grant Program: \$56,230.00
- 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.

- County of Hawai'i Nonprofit Grant Program: 2016 = \$16,500.00
- Hawaii County Council Contingency Relief Funds: 2016 = \$15,000.00

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

Balance: \$11,881.12

IV. Experience and Capability

A. Necessary Skills and Experience

Interim CEO 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 and 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. Mr. Estrella is the owner and CEO of Intervention Partners Hawaii LLC, a self-owned private business providing consultation and mentoring services. The purpose of IPH is to provide quality services that meet the needs of organizations that focus on assisting the mentally ill, substance abusers, homeless, and justice-involved individuals in our community.

Grant Writer/Consultant 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 island wide 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 Mr. Estrella as permanent CEO. Ms. Matayoshi will continue to serve as grant writer and consultant to the project.

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
- 2016: Implemented a pilot project, *In-Reach and Reintegration*, with \$15k received from three (3) County Council members' Contingency Relief Funds (\$5k each)

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

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

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 Les Estrella. Carol Matayoshi will remain as Principal Grant Writer and Consultant. Resumes for both Mr. Estrella and Ms. Matayoshi are attached to this document. GHH will hire a Case Manager to be based in West Hawaii/Kailua-Kona.

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. Going Home Hawaii currently does not provide salaries to any officers, directors, or employees. Anticipated salaries are as follows:

1. Chief Executive Officer: \$60,000
2. Director of Operations: \$52,000
3. Program Coordinator/Mentor Coordinator: \$42,000

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 2017-18 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2017-18, 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 intensive 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.

E. Certificate of Good Standing – Attached

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2016.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

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	\$ 109,200.00		\$ 44,800.00	
2. Payroll Taxes & Assessments	\$ 13,486.20		\$ 5,532.80	
3. Fringe Benefits	\$ 16,218.05		\$ 5,897.48	
TOTAL PERSONNEL COST	\$ 138,904.25		\$ 56,230.28	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	\$ 400.00			
2. Liability Insurance	\$ 5,000.00			
3. Lease/Rental of Equipment	\$ 750.00			
4. Lease/Rental of Space (\$790/month)	\$ 9,480.00			
5. Staff Training	\$ 500.00			
6. Supplies (office and program)	\$ 2,400.00			
7. Telecommunication (cell phone)	\$ 950.00			
8. Transportation/Mileage	\$ 1,200.00			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
TOTAL OTHER CURRENT EXPENSES	\$ 20,690.00			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	\$ 159,594.25	\$ -	\$ 56,230.28	\$ -
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$ 159,594.25	Carol Matayoshi, Grant Writer (808) 936-9328		
(b) Total Federal Funds Requested	\$ -	Name (Please type or print) _____ Phone _____		
(c) Total County Funds Requested	\$ 56,230.28	<div style="background-color: black; width: 150px; height: 20px; display: inline-block;"></div> 1-18-17		
(d) Total Private/Other Funds Requested	\$ -	<div style="background-color: black; width: 150px; height: 20px; display: inline-block;"></div> Date		
TOTAL BUDGET	\$ 215,824.53	Irene Nagao, President		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION

PERSONNEL: PAYROLL TAXES, ASSESSMENTS, FRINGE BENEFITS

Period: July 1, 2017 to June 30, 2018

Applicant: Going Home Hawaii

TYPE	FRINGE BENEFITS	% OF SALARY	TOTAL
PAYROLL TAXES & ASSESSMENTS:			
Social Security	As required by law	7.65%	\$ 8,353.80
Unemployment Insurance (Federal)	As required by law	As required by law	
Unemployment Insurance (State)	As required by law	3.00%	\$ 3,276.00
Worker's Compensation	As required by law	1.28%	\$ 1,397.76
Temporary Disability Insurance	As required by law	0.42%	\$ 458.64
SUBTOTAL:			\$ 13,486.20
FRINGE BENEFITS:			
Health Insurance			\$ 16,218.05
Retirement			
SUBTOTAL:			\$ 16,218.05
TOTAL:			\$ 29,704.25
JUSTIFICATION/COMMENTS:			
UHA Health Insurance monthly cost per one (1) FTE= \$614.32 monthly x 12 months = \$7,371.84 plus two (2) @ 60% (\$8,846.21) = \$16,218.05			

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Going Home Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Microsoft Surface Pro 3 - 12" - Core i5	1.0	\$ 750.00	\$ 750.00	\$ 750.00
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 750.00	\$ 750.00

JUSTIFICATION/COMMENTS: The project will need to purchase a Surface Pro 3 tablet for the case manager. The Surface Pro 3 is ideal for fieldwork as it is slim, lightweight, and durable with the capabilities of a laptop. The surface pro pen will enable the case manager to obtain signatures in the field.

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

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: _____

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: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

NOT APPLICABLE

GOVERNMENT CONTRACTS AND / OR GRANTS

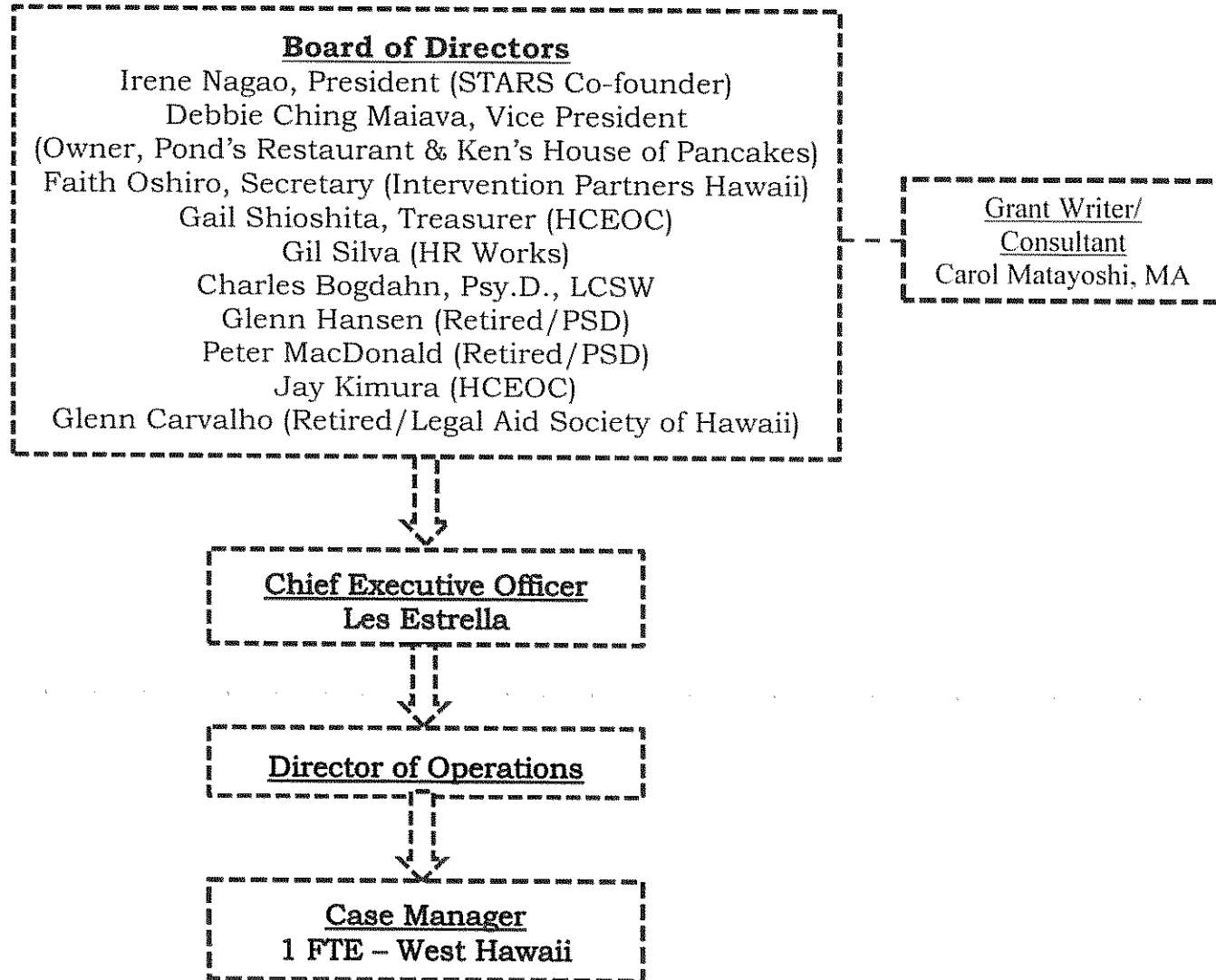
Applicant: Going Home Hawaii

Contracts Total: \$ 31,500.00

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	County Non-Profit Grant	July 2016-June 2017	Hawaii County	Hawaii	\$ 16,500.00
2	Hawaii County Council Contingency Relief Funds	April - June 2016	Hawaii County	Hawaii	\$ 15,000.00
3	(Districts 2, 4, and 5 - \$5k each)				
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GOING HOME HAWAII
In-Reach and Reintegration Program
Organizational Chart



Les A. Estrella
54 Piliialoha St., Hilo, HI 96720
Phone: 808-937-6257
Email: les.a.estrella@gmail.com

Objective

Seeking a position where I can maximize my management skills, quality assurance, program development and training experience to contribute towards building a stronger organization to enhance its positive impact in the community.

Ability Summary

- 15 years of working with local non-profit, state and national stakeholders creating new programs with a special emphasis on building community partnerships to achieve common goals.
- An effective community organizer and public advocate with prisoner re-entry and quality of life issues for community and faith-based organizations.
- Key abilities consist of creative collaboration using carefully maintained personal relationships and persuasive skills, lead organizer and promoter of fund raising/public events, and implemented/managed non-profit organizations and programs.
- Experienced at public speaking, workshops and presentations to obtained successful positive community impacts with noticeable outcomes as demonstrated by numerous newspaper feature articles, radio, social media and television broadcasts.

Employment History

Employment Service Specialist III

03/2015 - Current HI DLIR, Workforce Development Division 1990 Kinoole St. #102, Hilo
Administer delivery of comprehensive job, education and training information and services directly to clients referred from the Dept of Public Safety and Hawaii Paroling Authority. Assess employability levels of offenders and parolees utilizing various assessment skills checklist, academic level testing and values and interests instruments. Provide job placement and vocational training activities. Establish and maintain community partnerships with businesses, civic and neighborhood groups, agencies, nonprofits, church and community organizations, concerned citizens and interested individuals to assist the target population.

Special Projects Officer

03/2014 - 03/2015 Lokahi Treatment Center 400 Hualani St., Bldg 10, Hilo
Create, implement, evaluate and manage new projects that enhance and improve treatment out-comes. Community outreach and engagement. Assess and treat individuals with mental, emotional, or substance abuse problems, including abuse of alcohol, tobacco, and/or other drugs. Activities may include individual and group therapy, crisis intervention, case management, client advocacy, prevention, and education.

Employment Service Specialist III

10/2013 - 02/2014 HI DLIR, Workforce Development Division 74-5565 Luhia St., Kailua Kona
New contract implementation. Administer delivery of comprehensive job, education and training information and services directly to clients referred from the Dept of Public Safety and Hawaii

Paroling Authority. Assess employability levels of offenders and parolees utilizing various assessment skills checklist, academic level testing and values and interests instruments. Provide job placement and vocational training activities. Establish and maintain community partnerships with businesses, civic and neighborhood groups, agencies, nonprofits, church and community organizations, concerned citizens and interested individuals to assist the target population.

Program Manager

12/2011 - 01/2013 Hawaii Island Workforce & Economic 1990 Kinoole St., #102, Hilo
Development Ohana

Program manager for non-profit community benefit organization. Provided mentoring services to incarcerated and formerly incarcerated individuals. Managed mentors who were matched with mentees and facilitated their support systems. Provided mentor training to eligible participants and worked in close collaboration with community partners such as the Department of Public Safety, Hawaii State Judiciary, State and federal probation, business, nonprofits and community groups. Assisted program participants with access to additional community resources for successful reentry. Greatly reduced reincarceration rates and increased public safety.

Non-Profit Program Development Director

01/2010 - 12/2010 Hope Services Hawaii Inc. 1315 Kalaniana'ole Ave., Hilo

New program development and implementation. Conducted community needs assessments, logic models along with internal and external data collection that focused on providing strategic framework for effective and efficient program design. Worked in close collaboration with the Programs Administrator and Executive Director. Created all guidelines, policies and procedures with the purpose of ensuring compliance with all government regulations, contract reporting and funding requirements, as well as maintaining alignment with the organization's mission. Monitored the effectiveness of various programs, making adjustments as needed based upon internal audits and outcome evaluations. Attended community meetings and trainings as necessary to build and maintain strong collaborative relationships. Recently developed a Mentoring Program, Volunteer Program and Job Development Training Program.

Program Director

01/2006 - 01/2010 Office for Social Ministry 140-B Holomua St., Hilo

Pioneered the first Community Reintegration Program of its kind in the State of Hawaii for former offenders. Provided direct supervision and oversight for the entire operation with up to 20 full and part-time staff, volunteers and practicum students in a 24 hour, 28 bed transitional living program for male and female former offenders. Developed the program design, curriculum, activities, policies and procedures, and community projects as related to successful community re-entry for this population. Identified specific barriers, criminogenic factors and provided responsive solutions that greatly reduced crime, re-offending and recidivism, increased housing placements and family reunification while providing direct case management services to maximize outcomes with positive community impact. Worked directly with community partners such as: Judiciary, Public Safety, Probation, Parole, Hawaii Intake Service Center, Drug Court, Prosecutors, Public Defenders, private attorneys, treatment providers and other stakeholders. Ensured compliance with government requirements, funding contracts and reporting, data collection, financial stability, internal audits, internal controls and outcome measurements. Built and maintained relationships that enhanced community collaboration

and program effectiveness.

Co-Founder, President and CEO

10/2002 - 02/2006 Faith Against Drugs

55 Kilauea Ave., Hilo

Created, organized and managed a community non-profit agency which acquired a 19 bed facility in downtown Hilo. By implementing a comprehensive structured program, community organizing, obtaining funding contracts, and contributions from business and private donations, this building was converted from a run-down, crime ridden rooming house into a clean and sober apartment complex which helped transform the downtown area. Still in operation today as the Hawaii Island Home for Recovery, this organization continues to provide services to Hawaii residents suffering from substance abuse, mental illness and homelessness.

Education and Training

Issuing Institution	Location	Qualification	Course of Study
Hawaii Community College	HI	2 Years of College or a Technical or Vocational School	Liberal Arts, Machine Technology, Auto Mechanics

Occupational Licenses & Certificates

Certification Title	Issuing Organization	Completion Date	Expiration Date
First Aid Certificate	American Red Cross	02/2010	02/2013
CPR/AED - Adult	American Red Cross	02/2010	02/2011
Substance Abuse Counseling Certificate	Hawaii Academy of the Healing Arts	10/2008	
Certified Instructor	Crisis Prevention Institute	12/2007	08/2014

Honors & Activities

- 2013-present: Going Home Hawaii, Board of Directors President
- 2010-present: Kokua Paho (Weed and Seed) Steering Committee
- 2009-present: Waiakea Lions Club
- 2009-present: Hawaii County Substance Abuse Round table Chair
- 2006-present: Hawaii Going Home Consortium Exec Committee Chair and Faith-Based Committee Chair
- 2005-2007: Hawaii Community College Substance Abuse Counseling Program Advisory Council
- 2003-2004: Friends of Big Island Drug Court Board of Directors
- 2002-2004: Hawaii Meth Summit Steering Committee
- 2002-2006: Founder, President & CEO, Faith Against Drugs (currently Hawaii Island Home for Recovery)
- 2002-present: Founder & Coordinator, Diocese of Honolulu Addiction Recovery Ministry
- 2002-present: St. Joseph Church Young Men's Institute
- 2000-2005: Volunteer coach for University of Hawaii Hilo Women's Softball
- 2000-2003: St. Joseph Church Parish Pastoral Advisory Council
- 2000-2002: Founder, Spiritual Recovery Ministry, St. Joseph Church

Carol K. Matayoshi
535 Kehaulani St., Hilo, HI 96720
Phone: (808) 936-9328
Email: matayoshi29@gmail.com

Objective: An opportunity to make a difference in my community by utilizing my education, training, personal knowledge, skills, & experience as a leader in the social services field.

**Education/
Trainings:** 2013: M.A. in Forensic Psychology, Argosy University, Hawaii
Graduated with a 4.0 GPA

1997 – ongoing: Training includes, but is not limited to, grant writing, mental health and substance abuse treatment, financial practices, homeless practices/strategies, case management, counseling, crisis intervention, suicide prevention, SOAR, leadership trainings, public benefits, and employment law. (Certificates available upon request).

1991: B.A. in Psychology with a Minor in English, University of Hawaii at Hilo
Graduated with highest honors

**Skills/
Abilities:**

- Ten (10) years of experience in developing and writing grant proposals and budgets
- Nineteen (19) years of experience working with homeless, severe and persistent mentally ill (SPMI), and justice-involved populations
- Proficient in Word, Excel, Powerpoint, Quickbooks Enterprise Solutions 11
- Excellent verbal and written communication skills
- Excellent organizational skills with attention to detail
- Excellent time management skills; able to multi-task when necessary
- Ability to work under pressure and meet deadlines
- Self-motivated
- Excellent customer service skills
- Ability to work with different/culturally diverse people and communities
- A team player with the ability to work collaboratively and cohesively with others
- Ability to problem solve & utilize resources at hand
- Strong leadership skills
- Well-connected in the social services community

**Work
Experience** January 2016 to present: Owner, C. Matayoshi and Associates
Research, write, and prepare grant proposals and budgets for Going Home Hawaii. Provide administrative and case management services for Going Home Hawaii's *In-Reach and Reintegration (IRR)* program.

October 2015 to January 6, 2017: Program Manager, Hawaii Island Workforce and Economic Development Ohana, Inc. (HIWEDO)

Research, write, and prepare grant proposals and budgets, provide administrative oversight and case management services for the *Nine Months: Window of Hope* program (for pregnant women using drugs and/or alcohol), including developing program forms, maintaining program budget, preparing reports, conducting internal audits of participant & mentor files, facilitating Committee meetings, participating in community meetings and forums related to the project (including the Hawaii Island Going Home Consortium's Health and Wellness Committee and the East Hawaii Substance Abuse in Pregnancy Community Action Team/EHSAPCAT), compiling and managing data, and ensuring contract compliance.

August 2015 to May 2016: Service Program Director, Hawaii Affordable Properties, Inc.

- Coordinate and facilitate team meetings with AMHD case management agencies;
- Coordinate and facilitate monthly trainings for all staff;
- Provide reciprocal trainings for AMHD and other provider/social service agencies;
- Establish & cultivate relationships with community agencies, including the Downtown Improvement Association, the Social Security Administration, banking institutions, private landlords and rental agencies, all AMHD provider agencies, and other social service agencies;
- Provide mediation for any grievances filed by consumers and/or their case managers;
- Prepare grant proposals and reports for all programs;
- Coordinate Puna's annual National Hunger & Homelessness Awareness luncheon and community fair;
- Assist CEO with the planning and coordination of all other homeless programs' activities and events as needed.

December 2007 – February 2010

Program Director, AMHD Representative Payee Program, OSM

Duties/responsibilities included the following:

- Oversee the operations of the representative payee program, including the supervision of three (3) representative payees;
- Coordinate and facilitate team meetings with AMHD case management agencies;
- Provide inservice trainings in regard to OSM's representative payee programs for other social service agencies as needed.
- Establish and cultivate relationships with the Social Security Administration, banking institutions, landlords, creditors, vendors, and other social service agencies;
- Complete account reconciliations for all program participants (200); flag all SSI accounts with balances at \$1200, follow up on any unusual account activity;
- Update representative payee policy and procedures manual annually or as needed;
- Create and update all representative payee forms;
- Provide mediation/conflict resolution for consumers, case managers, and payees;
- Conduct quarterly record reviews for other OSM programs;
- Conduct interviews/make recommendations for applicants of other OSM programs;
- Prepare and submit monthly billing for representative payee program to AMHD;
- Prepare and submit monthly and quarterly reports for rep payee program to AMHD;
- Assist Program Administrator with the planning and coordinating of OSM's homeless programs' activities and events as needed;
- Prepare curriculum and implement trainings as needed.

2003 – December 2007

Representative Payee Coordinator, AMHD Representative Payee Program, OSM

- Oversee the representative payee program, including the supervision of three (3) representative payees;
- Coordinate and facilitate team meetings with case management agencies;
- Provide the linkage among consumers, financial institutions, community mental health centers, the Social Security Administration, and other mental health providers;
- Manage the accounting system of receiving and disbursing funds on behalf of consumers participating in the payee program;
- Maintain consumer files, including personal information, correspondence, bills, financial statements, receipts, budget and agreement forms, reports, and progress notes;
- Assist clients with completing continuing disability reviews for SSA and other social service agencies;
- Complete program reports (monthly, quarterly, and annually) for AMHD and SSA.
- Attend clinical meetings as required;

Argosy University

College of Psychology and Behavioral Sciences

The Board of Trustees on the recommendation of the faculty,
has conferred upon

Carol K. Matayoshi

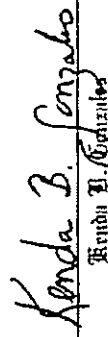
The Degree of

Master of Arts

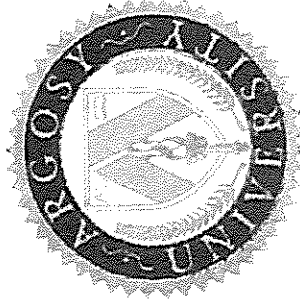
Forensic Psychology

and has granted this diploma as evidence thereof.

Given at Honolulu, Hawaii, on the fifteenth day of June,
Two Thousand and Thirteen.


Kenda B. Gonzales

Chairman, Board of Trustees





Craig D. Sorenson, Ph.D.
Chancellor

Date: 7/31/2013

Argosy University, Hawaii

Page 1 of 2

400 ASB Tower
1001 Bishop St.
Honolulu, HI 96813

Student: Carol K Weiser

Student ID: @00012618

Address: 535 Kehaulani Street
Hilo, HI 96720

Student GPA: 4.00

Grade History

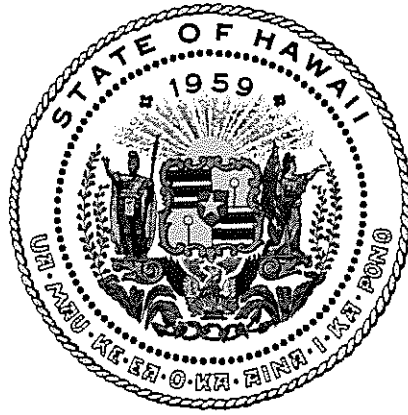
Course Code	Course Description	Credits Attempted	Credits Earned	Grade	Quality Points	Course Code	Course Description	Credits Attempted	Credits Earned	Grade	Quality Points
Program: Forensic Psychology Enrollment #: 1011294654 Enroll Status: Graduate Start Date: 1/10/2011 Grad Date: 6/19/2013						Term: 201205SFO 2012 Summer Semester 5/7/2012 8/18/2012 Argosy University - Hawaii					
Term: 201101SFO 2011 Spring Semester 1/10/2011 4/23/2011 Argosy University - Hawaii						FP6535 Consultation, Triage & Testimony in Forensic Psych 3.00 3.00 A 12.00 FP6030 Research and Evaluation 3.00 3.00 A 12.00 6.00 6.00 24.00 Term GPA: 4.00 Cum GPA: 4.00					
Term: 201105SFO 2011 Summer Semester 5/9/2011 8/20/2011 Argosy University - Hawaii						FP6500 Professional & Ethical Issues in Forensic Psych 3.00 3.00 A 12.00 FP6520 Forensic Psychological Assessment 3.00 3.00 A 12.00 6.00 6.00 24.00 Term GPA: 4.00 Cum GPA: 4.00					
Term: 201105SFO 2011 Summer Semester 5/9/2011 8/20/2011 Argosy University - Hawaii						FP6906 Interviewing & Interrogation: History & Techniques 3.00 3.00 A 12.00 FP6540 Forensic Psychology Seminar 3.00 3.00 A 12.00 6.00 6.00 24.00 Term GPA: 4.00 Cum GPA: 4.00					
Term: 201201SFO 2012 Spring Semester 1/9/2012 4/21/2012 Argosy University - Hawaii						FP6020 Individual Assessment 3.00 3.00 A 12.00 FP6035 Evaluation & Treatment of Offenders 3.00 3.00 A 12.00 6.00 6.00 24.00 Term GPA: 4.00 Cum GPA: 4.00					

** Indicates Retaken Course
 R* Indicates Retaken Override

Not official unless signed by registrar.

THE NAME OF THE INSTITUTION APPEARS IN WHITE ACROSS THE FACE OF THIS DOCUMENT

THE NAME OF THE INSTITUTION APPEARS IN WHITE ACROSS THE FACE OF THIS DOCUMENT



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 18, 2017

Catherine P. Owaik-Cole

Director of Commerce and Consumer Affairs

**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)

1-18-17

(Date)

Irene Nagao

(Typed Name)

President

(Title)