

House District(s) 5,6,7

Senate District(s) 3,4

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:

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: Chief Operating Officer

Phone # (808) 936-9328

Fax # (808) 981-2880

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:

REQUESTING FUNDS TO DEVELOP AND EXPAND THE IN-REACH AND REINTEGRATION PROGRAM'S COST-EFFECTIVE SERVICES FOR PERSONS WITH MENTAL ILLNESSES, INCLUDING CO-OCCURRING DISORDERS, RETURNING TO THE WEST HAWAII COMMUNITY FROM THE HAWAII COMMUNITY CORRECTIONAL CENTER (HCCC).

THIS PROGRAM HELPS TO ENSURE A SUCCESSFUL TRANSITION FOR THE TARGET POPULATION, THEREBY REDUCING RECIDIVISM, OVERCROWDING AT HCCC (WHICH IS CURRENTLY OPERATING AT 193% OF ITS CAPACITY), AND CHRONIC HOMELESSNESS.

4. FEDERAL TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$206,019

5. STATE TAX ID #: [REDACTED]

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 \$150,000.00 (PENDING)

FEDERAL \$0

COUNTY \$14,140.00

PRIVATE/OTHER \$0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

LES ESTRELLA, CEO

NAME & TITLE

JANUARY 15, 2018

DATE SIGNED

JAN 18 2018  
[Handwritten initials]

## Application for Grants

*Please check the box when item/section has been completed. 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;

“Going Home” is the name given to efforts on Hawai’i Island to reintegrate ex-offenders into the community and the workplace. The Hawai’i Island Going Home Consortium (Going Home) comprises more than 30 public and private entities and their representatives, with a network of over 200 local, state, and national partners. Our mission is to assist Hawai’i Island men, 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 Hawai’i Island Corrections Advisory Commission was created to address severe prison overcrowding. Since the fall of 2004, Going Home members have met monthly, without fail, for over twelve years to address issues and challenges, coordinate services, and promote the need for assisting ex-offenders with their reentry and helping them to become law-abiding, self-sufficient, and productive community members.

In May of 2015, Going Home received its nonprofit 501(c)(3) designation as Going Home Hawai’i (GHH); GHH is the nonprofit branch and the governing fiscal body for the Hawai’i Island Going Home Consortium. The Consortium continues to meet monthly with an average attendance of 25-30 individuals. Many of our members actively participate on committees which include the following: Community Relations/Cultural Competency, Criminal Justice Partners/Restorative Justice, Education and Training/Job-Readiness, Employer Relations, Faith-Based Organizations, Health and Wellness/Housing, and the West Hawai’i Coalition.

Our membership includes other non-profit organizations, criminal justice agencies, mental health and substance abuse treatment providers, educational providers, employment specialists, housing specialists, and concerned community members from both East and West Hawai’i. Virtually every agency that works with criminal offenders on Hawai’i Island is a member of or is aligned with GHH. As such, GHH is ideally situated to address the multiple challenges of offender reintegration, including the complex issues involving homeless and/or mentally ill inmates (often with co-occurring substance use disorders) 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 Hawai'i 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 CEO, Les Estrella, played a key role in getting this resolution passed. Hawai'i County is the first in the state to pass this resolution and become a participating County in the Stepping Up Initiative. Led by the National Association of Counties (NACo), the Council of State Governments (CSG) Justice Center, and the American Psychiatric Foundation (APF), this initiative is about creating a long-term, national movement to raise awareness of the factors contributing to the over-representation of people with mental illnesses in jails, and then using practices and strategies that work to drive those numbers down.

2.  The goals and objectives related to the request;

Goals:

- Reduce the number of homeless and/or mentally ill offenders (including those with co-occurring substance use disorders) in jail;
- Alleviate overcrowding at Hawai'i Community Correctional Center (HCCC);
- Reduce the recidivism and continuous cycling in and out of jail for homeless and/or mentally ill offenders (reducing costs to our public systems and increasing public safety);
- Provide a cost-effective community-based program that will alleviate huge correctional costs which consume increasingly larger shares of the state budget;
- Focus efforts in West Hawai'i, 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:

- Work with the Hawai'i Police Department (HPD) to utilize components of the LEAD (Law Enforcement Assisted Diversion) model to divert low-level offenders to GHH's In-Reach and Reintegration Program;
- Continue to work collaboratively with our West Hawai'i partners, including Hawai'i Sober Living and Recovery Center, the Public Defenders' Office, the Prosecutors' Officer, the Judiciary/Adult Probation/ Drug Court, Care Hawaii, Inc., Kona Community Hospital/ Kalani Ola, and the West Hawai'i Community Health Center;
- Develop GHH's West Hawai'i Coalition and the ALOHA Initiative (a working partnership of stakeholders addressing behavioral health in West Hawai'i's houseless population);
- 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;

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 with mental illnesses 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 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 Hawai'i County's homeless community

continually cycling in and out of incarceration. Their frequent stays in jail as well as their over-utilization of emergency services results in extraordinarily high costs for our public systems, yet fails to improve the outcomes for these individuals or our community.

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

Overcrowding at HCCC: HCCC's current occupancy is at 193% of its capacity with a headcount of 397 (as of December 31, 2017) for the facility's design bed capacity of 206 inmates, according to the Department of Public Safety's End of Month Report.

4.  Describe the target population to be served; and

During this one (1) year project period, GHH proposes to work with a minimum of 40 individuals, aged 18 and over, who: 1) are arrested for misdemeanor offenses and non-violent felony offenses (domestic violent offenses may be considered on a case by case basis), 2) are mentally ill (including co-occurring disorders) and/or homeless, and 3) are reentering the West Hawaii community from HCCC 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

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

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

The 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: GHH staff will conduct an interview and assessment prior to release to determine eligibility for the program and begin transition planning. This step requires communication and collaboration with the Hawai'i Intake Service Center and correctional staff.
3. Needs Assessment: GHH staff 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/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 to meet the needs of the inmate upon release.

4. Individual Service Plan: GHH staff 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: GHH staff 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. Staff 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.

6. Transition Planning: GHH staff 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: GHH staff 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, GHH staff 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. Staff 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 Activities of Daily Living (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, GHH staff 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 utilizes 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 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.

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, GHH staff will focus on reducing risky behaviors. 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 reestablish and maintain collaborative efforts; continue to recruit and train mentors	Month 1
2	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	Monthly

	reviews/discussions/evaluations	
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; and

a. Behavioral concerns including violent behaviors/assaults, physical and/or 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 will be reported immediately to the CEO and/or 911.

b. Client related documentation is maintained in accordance with state and federal law mandating storage times. Client 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.

c. Documentation review requires all quality improvement committee members have access to relevant client records for auditing purposes to the extent permitted by state and federal law. This procedure provides GHH with a process to review care of individuals and system wide levels and quickly resolve either office or systemic problems expediently.

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. Program participants will also be asked to complete a Likert scale consumer satisfaction survey on a monthly basis with a section for comments and suggestions for improvement.

The COO will be responsible for monitoring performance measures and presenting regular reports to the CEO and the Board of Directors. 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. 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.

Data obtained from the aforementioned evaluation tools will be entered into a database and presented in report form to the State agency through which the grant funds are appropriated.

Additional performance measures to be reported include the following:

- 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.

GHH will work closely with the Department of Public Safety and correctional staff to share relevant data as needed to ensure the effectiveness of the project.

### **III. Financial**

#### **Budget**

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

- a. Budget request by source of funds ([Link](#))
- b. Personnel salaries and wages ([Link](#))
- c. Equipment and motor vehicles ([Link](#))
- d. Capital project details ([Link](#))
- e. Government contracts, grants, and grants in aid ([Link](#))

2.  The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2019.

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

3.  The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2019.

- County of Hawai'i Nonprofit Grant Program: \$56,230.00
- Hawai'i County Council Contingency Relief Funds: \$20,000.00

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.

**NOT APPLICABLE**

5.  The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2019 for program funding.

- County of Hawai'i Nonprofit Grant Program: 2016-17 = \$16,500.00
- Hawaii County Council Contingency Relief Funds: 2016-17 = \$15,000.00
- County of Hawaii Nonprofit Grant Program: 2017-18 = \$28,250.00
- Hawaii County Council Contingency Relief Funds: 2017-18 = \$9,540.00
- State of Hawaii Grant In Aid: (pending) 2017-18 = \$150,000.00

6.  The applicant shall provide the balance of its unrestricted current assets as of December 31, 2017.

**Balance: \$11,881.12**

**IV. Experience and Capability**

1.  **Necessary Skills and Experience**

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the

service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Chief Executive Officer Les Estrella has over 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.

Chief Operating Officer Carol Matayoshi, MA/Forensic Psychology, has over 20 years of experience working with the homeless, mentally ill, and justice-involved population. In her former position as Homeless Programs Manager at HOPE Services Hawai'i, Ms. Matayoshi provided oversight of the operations for 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.

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: 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)
- 2017: Implemented a pilot Pu'u honua project through a partnership with Blueprint for Change and its E Ho'okanaka (be a person of worth) project

2.  **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.

Its In-Reach and Reintegration is housed at the Hawaii Sober Living and Recovery Center (HSLRC), a private non-profit organization that provides clean and sober supportive housing services. HSLRC is located at 75-5708 Alahou Street in Kailua-Kona on "Hamburger Hill", a short walking distance to banks, job opportunities, health care services and a variety of stores.

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

1.  **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 nine (9) member board. If awarded this grant, CEO Les Estrella will provide general oversight and direction for the program. COO Carol Matayoshi will provide oversight of the day-to-day operations and supervision for the Program Coordinator, who will be based at HSLRC. Resumes for both Mr. Estrella and Ms. Matayoshi are attached to this document.

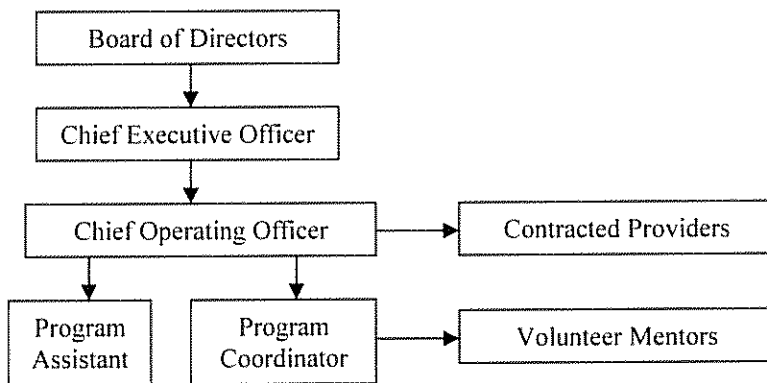
All staff members will undergo mandatory staff trainings to include the following:

- 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

2.  **Organization Chart**

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



3.  **Compensation**

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

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

**VI. Other**

1.  **Litigation: Not Applicable**

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

2.  **Licensure or Accreditation: Not Applicable**

The applicant shall specify any special qualifications, including but not limited to licensure or



accreditation that the applicant possesses relevant to this request.

3.  **Private Educational Institutions: Not Applicable**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

4.  **Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2018-19 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2018-19, but
- (b) 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.

GHH and its 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.

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

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, 2017.

6.  **Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

7.  **Public Purpose**

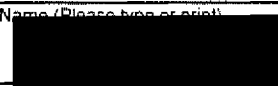
The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

**This grant, if awarded, will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.**

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

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)
<b>A. PERSONNEL COST</b>				
1. Salaries	\$ 101,360.00			
2. Payroll Taxes & Assessments	\$ 12,619.00			
3. Fringe Benefits	\$ 26,880.00			
<b>TOTAL PERSONNEL COST</b>	<b>\$ 140,859.00</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island			\$ 400.00	
2. Liability Insurance			\$ 1,400.00	
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	\$ 26,160.00			
5. Staff Training			\$ 1,000.00	
6. Supplies (Office)			\$ 600.00	
7. Telecommunication			\$ 2,160.00	
8. Utilities				
9. Program Supplies			\$ 3,600.00	
10. Vehicle Gas & Maintenance	\$ 6,500.00			
11. Vehicle Insurance	\$ 2,500.00			
12. Mileage			\$ 2,400.00	
13. Contracted services			\$ 18,000.00	
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>\$ 35,160.00</b>		<b>\$ 29,560.00</b>	
<b>C. EQUIPMENT PURCHASES</b>			<b>\$ 5,000.00</b>	
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>\$ 30,000.00</b>			
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>\$ 206,019.00</b>	<b>\$ -</b>	<b>\$ 34,560.00</b>	<b>\$ -</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	\$ 206,019.00	Carol Matayoshi	808-936-9328	
(b) Total Federal Funds Requested	\$ -	Name (Please type or print)	Phone	
(c) Total County Funds Requested	\$ 34,560.00		1-15-18	
(d) Total Private/Other Funds Requested	\$ -	Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>\$ 240,579.00</b>	Les Estrella, CEO		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2018 to June 30, 2019

Applicant: Going Home Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
1) Chief Executive Officer	1.00	\$60,000.00	40.00%	\$ 24,000.00
2) Chief Operating Officer	1.00	\$52,000.00	40.00%	\$ 20,800.00
3) Program Coordinator	1.00	\$42,000.00	100.00%	\$ 42,000.00
4) Program Assistant	<del>1.00</del> 0.50	\$29,120.00	50.00%	\$ 14,560.00
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>101,360.00</b>

**JUSTIFICATION/COMMENTS:** 1) The CEO will work closely with the Board of Directors to set and achieve strategic goals and objectives for the program, as well as provide direction and support for the COO. The CEO will also serve as Going Home Hawaii's primary spokesperson to the organization's constituents, the media, and the general public. He will identify, cultivate, and maintain partnerships to develop and enhance the program. He also coordinates and facilitates Hawaii Island Going Home Consortium meetings to ensure that members are actively engaged with Going Home's programs and activities, to include the West Hawaii Coalition.

2) The COO will provide general oversight of the program as well as direction and support for the Program Coordinator. The COO will research and write grant proposals to improve and sustain the program, develop and maintain program budgets, track data and generate reports. The COO will develop policies and procedures for the program and ensure that staff receive training as needed. 3) The Program Coordinator will oversee the day-to-day operations of the program, recruit and train Volunteer Mentors, provide supervision and support for the Mentors and the Program Assistant. The Program Coordinator will work closely with program participants, their case managers, probation or parole officers, and other social service providers to ensure that they stay in compliance with the terms and conditions of their release.

4) The Program Assistant will provide clerical and office support for the program. This includes data entry, maintaining client files, and light bookkeeping duties, e.g., collecting, tracking, and depositing program fees, preparing check requests, and inputting payments and deposits into the Quickbooks accounting program.

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: Going Home Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not applicable				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Seven (7) passenger vehicle (i.e., Dodge Grand Caravan)	1.00	\$30,000.00	\$ 30,000.00	\$ 30,000.00
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 30,000.00	\$ 30,000.00
JUSTIFICATION/COMMENTS:				
<p>West Hawaii Program participants need transportation to court-ordered appointments to include mental health and substance abuse treatment services, anger management and/or domestic violence intervention classes, meetings with probation or parole officers, job interviews, employment sites, and court appearances to ensure compliance with the terms and conditions of their release.</p>				

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: Going Home Hawaii

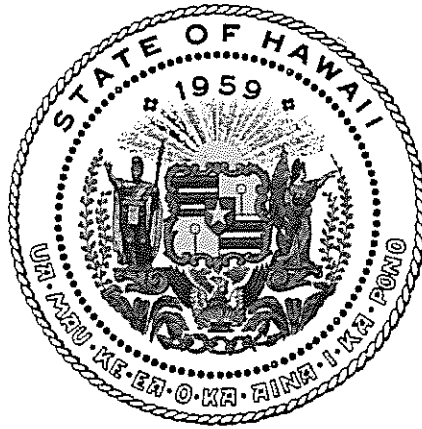
FUNDING AMOUNT REQUESTED: NOT APPLICABLE						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2016-2017	FY: 2017-2018	FY:2018-2019	FY:2018-2019	FY:2019-2020	FY:2020-2021
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
JUSTIFICATION/COMMENTS:						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: **Going Home Hawaii**

Contracts Total: \$ 187,790.00

	<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	State Grant In Aid (pending)	July 2017-June 2018	State of Hawaii	State	\$ 150,000.00
2	County Nonprofit Grant Program	July 2017-June 2018	County of Hawaii	Hawaii	\$ 28,250.00
3	District 6 Contingency Relief Fund	Jan 2018-June 2018	County Council	Hawaii	\$ 3,180.00
4	District 7 Contingency Relief Fund	Jan 2018-June 2018	County Council	Hawaii	\$ 3,180.00
5	District 8 Contingency Relief Fund	Jan 2018-June 2018	County Council	Hawaii	\$ 3,180.00
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## 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 12, 2018

Director of Commerce and Consumer Affairs



**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.

Going Home Hawaii

(Typed Name of Individual or Organization)



(Signature)

JAN 15, 2018

(Date)

Les Estrella

(Typed Name)

CEO

(Title)



**Lester Alfred Estrella**  
54 Piliialoha Street, Hilo, Hawaii 96720  
Phone: 808-937-6257; Email: les.a.estrella@gmail.com

**Objective:** Utilize my professional knowledge, leadership skills and extensive experience to make a positive difference in our community.

### Ability Summary

- ✓ Effective community advocate for the justice involved, chronic homeless, substance use disorders and mentally ill populations.
- ✓ Creative and resourceful community organizer and legislative advocate.
- ✓ 17 years of working with local non-profit, state and national stakeholders.
- ✓ Founded, created, implemented and managed non-profit organizations and programs.
- ✓ Unique and diverse professional and personal experience.
- ✓ Persuasive skills, both written and oral.
- ✓ Strong background with community and faith-based organizations.
- ✓ Certified mentoring trainer, crisis prevention trainer and substance abuse counselor.
- ✓ Lead organizer and promoter of fund raising and public events.
- ✓ Proficient with Word, Excel & PowerPoint.

### Chief Executive Officer

04/2016 - Current                      Going Home Hawaii                      1990 Kinoole St. Hilo

- Create, implement and build new program capacity and directly develop the nonprofit organizational branch of the Hawaii Island Going Home Consortium.
- Coordinate special programs and initiatives targeting issues and barriers for prisoner reentry and justice involved individuals.
- Work directly with the Consortium and other stakeholders to identify necessary programs and services.
- Manage budgets and analyze data to determine the effectiveness of programs.
- Planned and implemented new program to reduce prevalence of mentally ill persons in jail.
- Meet with administrators, elected officials, and provide legislative advocacy. Represent the organization to the public through speaking engagements and multiple community-wide committees.
- Organize raising funds and meet with potential donors.

### Employment History

01/2015 – 03/2017                      Owner, Intervention Partners Hawaii LLC                      54 Piliialoha St. Hilo

- Consulting & Direct Services. Contracted by Going Home Hawaii. Contracted by HIWEDO through a grant from Shippers Wharf.
- Implement & oversee a mentoring component in a program to help pregnant women using alcohol/drugs.
- Plan, direct, and coordinate operational activities and policies & procedures for human services providers.
- Determine, design and formulate program activities for the homeless, mentally ill, substance use, judiciary involved, and prisoner reentry populations.
- Provide overall direction for contractual compliance and program evaluations with private and public sector, profit and/or nonprofit organizations.
- Contracted as Interim CEO to deliver case management services for the In-Reach and Reintegration Program to reduce the prevalence of the mentally ill in jail for Going Home Hawaii.

03/2015 - 04/2016                      Employment Service Specialist III, DILR, WDD Hilo                      1990 Kinoole St., Hilo

- Administer delivery of comprehensive job, education and training information and services directly to

clients referred from the Department of Public Safety and Hawaii Paroling Authority.

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

03/2014 - 03/2015      Special Projects Officer, Lokahi Treatment Centers      400 Hualani St., Hilo

- Create, implement, evaluate and manage new projects that enhance and improve treatment outcomes.
- Significantly increased community outreach and engagement.
- Secured grant funding, identified, negotiated and opened their first and only clean and sober house.
- Assess and treat individuals with mental, emotional, or substance abuse problems, including abuse of alcohol, tobacco, and/or other drugs.
- Activities included individual and group therapy, crisis intervention, case management, client advocacy, prevention, and education.
- Provided administrative oversight for the Hilo office and 7 staff.

10/2013 - 02/2014      Employment Specialist III, DILR, WDD      74-5565 Luhia St. Kailua-Kona, HI

- Responsible to implement a first of its kind new contract for clients referred from the Department of Public Safety and Hawaii Paroling Authority.
- Build and grow new community partnerships with businesses, civic & neighborhood groups, agencies, nonprofits, church & community organizations, and concerned citizens to assist the target population.

12/2011 - 01/2013      Program Manager, HIWEDO      1990 Kinoole St. Hilo, HI

- Program manager for non-profit community benefit organization.
- Provided mentoring services to incarcerated and formerly incarcerated individuals for 40 persons with an outstanding 0% recidivism rate and no new offenses during the duration of the 2-year program.
- 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.

01/2010 - 12/2010      Program Development Director,  
Hope Services Hawaii Inc.      296 Kilauea Ave. Hilo, HI

- New program development and implementation and worked in close collaboration with the Programs Administrator and Executive Director
- 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.
- Created all guidelines, policies & procedures to ensure compliance with all government regulations, contract reporting & funding requirements, and maintaining alignment with the organization's mission.
- Monitored the effectiveness of various programs, adjusting as needed based upon internal audits and outcome evaluations.
- Attended community meetings & trainings as necessary to build & maintain collaborative relationships.

- Developed a Mentoring Program, Volunteer Program and Job Development Training Program.

01/2008 - 01/2010                      Program Director, Office for Social Ministry                      140 B Holomua St.Hilo, HI

- Pioneered the first Community Reintegration Program of its kind in the State of Hawaii for former offenders with a 12% recidivism rate as compared to 51% or higher for those persons without a program.
- Provided direct supervision & oversight for the entire operation with up to 20 full & 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: Courts, Probation, Parole, Corrections, 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.

**Team Leader**

01/2006 - 01/2008                      Office for Social Ministry                      140 B Holomua Street Hilo, HI

- Started as a mental health case manager contracted by Adult Mental Health Division to provide homeless outreach services in East Hawaii. Seek and engage with homeless clients who were eligible to receive mental health services from the Community Mental Health Centers.
- Link and refer eligible clients for assessments and permanent case management from multiple contracted providers.
- Promoted within the first year to Team Leader. Responsible to provide direct supervision for five outreach workers.
- Identify and cultivate potential landlords who were willing to provide rentals for this population.
- Arrange and conduct community in-service meetings, attend quarterly provider meetings, facilitate weekly team meetings and submit monthly outcome reports.

**Co-Founder, President and CEO**

10/2002 - 02/2006                      Faith Against Drugs                      55 Kilauea Avenue Hilo, HI

- Created, organized and managed a community non-profit agency which acquired a 19-bed facility in downtown Hilo.
- Implemented a comprehensive structured program, obtained funding contracts and contributions from business and private donations.
- Converted 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**

Hawaii Community College

**Course Study**

Liberal Arts, Machine Technology, Auto Mechanics

**Occupational Licenses & Certificates**

Certification Title	Issuing Organization	Completion Date
First Aid Certificate	American Red Cross	02/2010
CPR/AED – Adult Certified Trainer	American Red Cross	02/2010
Certified Trainer	International Mentoring Association	05/2009
Substance Abuse Counseling Certificate	Hawaii Academy of the Healing Arts	10/2008
Certified Instructor	Crisis Prevention Institute	12/2007

**Honors & Activities**

- 2016: Distinguished Leadership Award, Hawaii Island Going Home Consortium
- 2013-2016: Founding President, Board of Directors, Going Home Hawaii
- 2010-2012: Steering Committee, Kokua Paho (Weed and Seed)
- 2009-present: Member, Waiakea Lions Club
- 2009-2011: Co-Chair, Hawaii County Substance Abuse Round Table
- 2006-present: Member, Interfaith Communities In Action
- 2006-present: Chair, Executive Committee; Hawaii Island Going Home Consortium
- 2005-2007: Advisory Council, Hawaii Community College Substance Abuse Counseling Program
- 2004-2004: Board Member, Friends of Big Island Drug Court
- 2002-2004: Steering Committee, Hawaii Island Meth Summit
- 2002-present: Member, Community Alliance Partners (Hawaii County Homeless Continuum of Care)
- 2002-present: Founder and Coordinator, Addiction Recovery Ministry, Diocese of Honolulu
- 2002-present: Member, St. Joseph Church Young Men's Institute
- 2000-2005 & 2016-present: Volunteer Coach, Women's Softball, University of Hawaii-Hilo
- 2000-2003: Parish Pastoral Advisory Council, St. Joseph Church
- 2000-2002: Founder and Coordinator, Spiritual Recovery Ministry, St. Joseph Church
- Keynote and commencement speaker for multiple organizations and events
- Softball coach, league commissioner and tournament organizer for over 40 years

**References:**

1. Blayne Hanagami, Former Branch Manager,  
DLIR Workforce Development Division  
358 Puainako Street, Hilo, Hawaii 96720  
Phone: 808-443-6397; Email: [bhangami@yahoo.com](mailto:bhangami@yahoo.com)
2. Mitch Roth, Prosecuting Attorney  
655 Kilauea Avenue, Hilo, Hawaii 96720  
Phone: 808-961-0466  
Email: [mitchellroth@yahoo.com](mailto:mitchellroth@yahoo.com)
3. Debbie Ching-Maiava, Owner, Ken's House of Pancakes & Ponds Hilo  
1730 Kamehameha Avenue, Hilo, Hawaii 96720  
Phone: 808-935-8711  
Email: [khopdeb@hawaiiantel.net](mailto:khopdeb@hawaiiantel.net)

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

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**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** December 2015 to present: C. Matayoshi and Associates, Owner/Grant Writer  
Provide research, development, and writing of grant proposals and budgets for Going Home Hawaii, a non-profit organization assisting Hawaii Island men, women, and youth released from correctional institutions into community life through employment, training, and appropriate supportive services.

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 files, facilitating Advisory 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.  
Responsible for the development, implementation, management, and coordination of the social service program, including supervision of staff, for the Kaloko Housing Project (a project-based/affordable and transitional housing project).

April 2015 to July 2015: Grants Administrator, Hawaii Island Workforce and Economic Development Ohana, Inc. (HIWEDO)

Duties/responsibilities: Research, write and prepare all grant proposals and budgets, provide administrative oversight for grant programs, including maintaining program budgets, preparing reports and ensuring contract compliance. Active participation in community meetings for the purpose of networking, problem solving, and collaborating with partner agencies. These meetings include the Hawaii County Continuum of Care's Community Alliance Partners (CAP), the Chronic Homeless Intervention and Rehabilitation Project (CHIRP) in West Hawaii, the East Hawaii Homeless Task Force, and the Going Home Consortium, a group consisting of over 50 public and private entities that work collaboratively to help former offenders reintegrate into the community and the workplace. Served as the Secretary of CAP's Executive Committee for 2015.

September 2014—April 2015: Grant Programs Administrator, Lokahi Treatment Centers

Duties/responsibilities: Research, write & prepare all grant proposals and budgets, oversee the operations of all grant programs, including supervision of staff, maintaining program budgets, and ensuring contract compliance. Active participation in community meetings for the purpose of networking, problem solving, and collaborating with partner agencies. These meetings include the Hawaii County Continuum of Care's Community Alliance Partners (CAP), the Chronic Homeless Intervention and Rehabilitation Project (CHIRP) in West Hawaii, the East Hawaii Homeless Task Force, and the Hawaii Island Going Home Consortium.

July 2012 – August 2014: Homeless Programs Manager, HOPE Services Hawaii, Inc.

Duties/responsibilities included the oversight of four (4) contracts/programs for Hawaii County (islandwide), including the Department of Human Services (DHS), Homeless Programs Office's Homeless Outreach Program, the Department of Health, Adult Mental Health Division's (AMHD) Homeless Outreach & Interim Case Management, Supplemental Nutrition Assistance Program (SNAP) Outreach, and the AMHD Representative Payee program, while providing supervision for a staff of twelve (12).

January 2011-- July 2012: Homeless Programs Manager, HOPE Services Hawaii, Inc.

Duties/responsibilities included the oversight of seven (7) contracts/programs islandwide, including DHS Homeless Outreach, AMHD Homeless Outreach & Interim Case Management, SNAP Outreach, TANF Housing Placement Program, Homeless Prevention & Rapid Re-housing Program, HUD's Shelter Plus Care Kukui Program & Shelter Plus Care New Directions Program, and the AMHD Representative Payee Program; provided supervision for a staff of sixteen (16).

February 2010 – January 2011: East Hawaii Homeless Programs Manager  
Office for Social Ministry (OSM)/HOPE Services Hawaii, Inc.

Duties/responsibilities included the following:

- Oversee the operations of seven (7) contracts/programs in East Hawaii, including DHS Homeless Outreach, AMHD Homeless Outreach & Interim Case Management, SNAP Outreach, TANF Housing Placement, Homeless Prevention & Rapid Re-housing, HUD's Shelter Plus Care Kukui program & Shelter Plus Care New Directions program, and the AMHD Representative Payee program;
- Track program outcomes for reporting purposes per contract requirements;

- Provide supervision for a staff of thirteen (13)
- Coordinate and facilitate all programs' monthly team meetings;
- 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;
- Assist with other homeless programs' activities as needed.

August 1998 – 2003

Representative Payee, AMHD Representative Payee Program, OSM

- Provide money management services for 50 severely mentally ill consumers, including the receipt and payment of essential bills (i.e., rent & utilities), disbursing allowances as needed, and maintaining the individual bank accounts of each consumer;
- Coordinate services with case managers from other agencies in accordance with individual service/recovery plans;
- Participate in budget planning with consumers and their case managers at least once every six months or as needed;
- Complete reports for AMHD and SSA as needed;
- Maintain client files with documentation including personal information, correspondence, bills, financial statements, receipts, budget & agreement forms, reports, & progress notes;
- Assist clients with continuing disability reviews for SSA & other social service agencies;
- Complete annual tax returns for consumers;
- Attend AMHD and other trainings as required;
- Attend clinical meetings as required;
- Assist with other homeless programs' activities as needed.

October 1997 – October 1998

Mental Health Outreach Worker, AMHD Outreach Program, OSM

Duties/responsibilities included the following:

- Provide the linkage for homeless mentally ill consumers to the community mental health centers by locating consumers in the field and establishing rapport;
- Conduct intake and assessment;
- Provide counseling and case management services;
- Maintain files for all consumers, including personal information, correspondence, housing and financial aid applications, treatment/recovery plans, and progress notes;
- Attend monthly AMHD meetings to present/review cases;
- Complete monthly and quarterly reports for AMHD;
- Attend trainings as required.

January 1997-October 1997

Case Manager, Hale Kokua Transitional Housing Program, OSM

Duties/responsibilities included the following:

- Cultivate and maintain landlord relationships
- Provide intake, assessment, & screening of participants
- Assist with housing search and rental applications
- Provide case management services for program participants
- Provide landlord-tenant mediation

REFERENCES

1. Rod Pacheco, Marketing Executive Pacific Media Group, Hilo Phone: 961-0651	3. Blayne Hanagami, Manager (former/retired) Workforce Development Division, Hilo Phone: 981-2875/443-6397
2. Dr. Frederick A. Nitta, M.D. 670 Ponahawai St., Suite 102, Hilo Phone: 961-5922	4. Audrey Inaba, RN/Child and Maternal Health Hawaii District Health Office, Hilo Phone: 974-4292/938-0250