

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

Parents And Children Together

Amount of State Funds Requested: \$ 282,552

Brief Description of Request (Please attach word document to back of page if extra space is needed):
PACT proposes to provide quality Positive Youth Development services to a minimum of 300 youth, 5-18 years of age, living in and around the identified low-income, public housing target communities of Kuhio Park Terrace and Puuwai Momi. Youth living in these communities are at-risk and experience high levels of social, emotional, and educational problems. The majority of the target population are from ethnic groups over-represented in the juvenile justice system. Program services to address these risk factors fall within 5 components that support the positive development of the whole youth: 1) Academic Enrichment & Support; 2) Sports, Fitness, and Recreation; 3) Youth Development/Skill Building; 4) Aina-based cultural learning; and 5) Family and community engagement.

Amount of Other Funds Available:

State: \$ n/a

Federal: \$ n/a

County: \$ n/a

Private/Other: \$ n/a

Total amount of State Grants Received in the Past 5

Fiscal Years: Community Teen Program

\$ 2,374,362.49

Unrestricted Assets: Agency

\$ 4,858,116.00

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
- Other Non Profit
- Other

Mailing Address:

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Authorized Signature

Kim Gould, Chief Operating Officer

Name and Title

1.18.2019

Date Signed

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1/18/19 1:28p JGR



**Parents And
Children Together**

BUILDING THE RELATIONSHIPS THAT MATTER MOST

**PACT Community Teen Program
Grant in Aid
The Thirtieth Legislature
Application for Grants: FY 2020**

January 18, 2019

BUILDING THE
RELATIONSHIPS THAT
MATTER MOST

Application Submittal Checklist

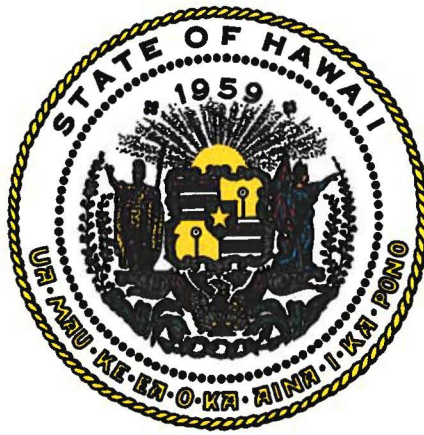
The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing 1
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AUTHORIZED SIGNATURE

KIM GOULD, CHIEF OPERATING OFFICER
PRINT NAME AND TITLE

1.18.2019
DATE



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

PARENTS AND CHILDREN TOGETHER

was incorporated under the laws of Hawaii on 08/15/1968 ; 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 16, 2019

Director of Commerce and Consumer Affairs





Parents And Children Together

BUILDING THE RELATIONSHIPS THAT MATTER MOST

Verification of Grant use for Public Purpose

(1) Organization Name: Parents And Children Together: Community Teen Program

(2) Public purpose for the grant:

Parents And Children Together's fiscal year 2020 grant-in-aid application is intended to provide positive youth development services to youth and families living in the high-risk communities of Kuhio Park Terrace (also known as KPT and the Towers at Kuhio Park) in Kalihi and Puuwai Momi Housing in Aiea.

With State GIA funding, PACT proposes to "turn up the volume" on our long-standing positive youth development services by increasing outreach activities for youth, parents, and community members and to increase opportunities for parents and families to positively engage with their children in Teen Program services and activities. To stop the negative behaviors we are seeing, we need to make the community and families aware of what is happening and involve the public housing management and resident families in working together to direct our children and youth away from the route to peril and on to the road to protection and outcomes that lead to our children and youth's school success and fruitful transition to young adulthood.

Providing opportunities for this population to build positive peer and adult relationships, learn new skills, and participate in positive, supervised activities will prevent their participation in a multitude of risky behaviors and will, ultimately, serve the public need. Early intervention prevents the onset of delinquent behavior and supports the development of a youth's assets and resilience" ("Early Intervention," <https://youth.gov/youth-topics/juvenile-justice/prevention-and-early-intervention>. Accessed 1/15/19). Preventing youth participation in drugs, crime, gangs, and other risky behaviors and increasing their chance of achieving school and social success will decrease the social and public costs of following youth in the juvenile justice system or providing treatment programs for them. A Washington State Institute for Public Policy study found that for every \$1 invested in effective delinquency-prevention programs, taxpayers could realize a \$7-10 savings on later public welfare, incarceration, and rehabilitation costs. Additional information about the public purpose can be found on pages 5-7 and 11-12.

(3) Services to be supported by the grant:

PACT has a long-standing presence at both KPT and Puuwai Momi and has built trust in the community over the years. To engage youth and decrease the negative behaviors being observed, the Community Teen program will deploy an evidence-based program model—Positive Youth Development—with activities that appeal to youths' interests and build up their developing skills in decision-making, STEM literacy, social relationships, basic living skills, and expression of their creativity.

Program activities fall within five components that touch upon the positive development of the whole youth: 1) **Academic Enrichment & Support** (daily study hall/homework help, computer lab, STEM, technology/digital media, and intersession enrichment activities); 2) **Sports, Fitness, and Recreation** (daily recreational activities in the drop-in center include music, games, sports, arts and crafts, computer lab; health/fitness activities, including 30 minutes or more of daily fitness activities, nutrition/cooking, and gardening); 3) **Youth Development/Skill Building** (social/life skills development, social emotional learning, youth leadership, career exploration and community service/service learning); 4) **Aina-based learning—a.k.a. place-based learning**—activities (cultural exploration, sharing, and reflection, service activities); and 5) **Family and community engagement** (parent activities, parent hui, collaborative community-wide activities and case management).

(4) Target group

The target populations to be served through this proposal are youth 5-18 years of age living in and around the identified low-income, public housing communities of Kuhio Park Terrace and Puuwai Momi.

Youth living in these communities are at-risk and experience high levels of social, emotional, and educational problems – all associated with involved in or being at risk for involvement in the Juvenile Justice system. Additionally, the majority of youth who will receive services through this proposal are in one of the ethnic groups that are over-represented in the juvenile justice system in comparison to their proportion in the general juvenile population – Samoan, Hawaiian, Filipino, African American, and Outer Pacific Islanders (including Chuukese, Marshallese, and other COFA (a.k.a. Micronesian) populations).

Youth at KPT and Puuwai Momi also experience many of the risk factors identified in the youth development literature as contributing to increased potential for participation in risky behaviors, including: academic failure, low family connections, low income status/poverty, lack of parent involvement, negative peer influences, community disorganization, and diminished opportunities.

(5) Cost of the grant and budget.

PACT's budget for the proposed GIA is \$282,552. Personnel costs account for nearly 67% of the budget with the remaining 33% allocated for operating costs, including: rent and utilities, telecommunications, program supplies and beneficiary costs, repair and maintenance, postage, employee mileage, staff training, and other costs directly related to the operation of the program (insurance, payroll and other fees, audit, etc.)

Application for Grants

I. Certification

1. Certificate of Good Standing

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, 2018 is included as an attachment to this proposal.

2. Declaration Statement

A signed Declaration Statement affirming that Parents And Children Together (PACT) is in compliance with Section 42F-103, Hawaii Revised Statutes is included as an attachment to this proposal.

3. Public Purpose

The grant proposed herein will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

Parents And Children Together's fiscal year 2020 grant-in-aid application is intended to provide positive youth development services to youth and families living in the high-risk communities of Kuhio Park Terrace (also known as KPT and the Towers at Kuhio Park) in Kalihi and Puuwai Momi Housing in Aiea.

Our proposal is in direct response to an increase in high risk and illegal activity involving youth in the area and what appears to be shrinking parental involvement. Anecdotally it looks as if more parents may be working—but that may also mean there is less supervision in the home during out-of-school hours. Consequently, we're observing more youth hanging out in larger groups, loitering at all hours, and displaying gang-like behavior.

Evidence shows many of our kids are experiencing risk factors that lead to poor youth outcomes. Their daily struggles include:

- Difficulties in school or school failure;
- Ongoing negative family and community influences;
- Negative peer influences;
- Behavioral problems;
- Lack of parental involvement;
- Food and housing insecurity;
- Exposure to gang activity and pressure;
- Exposure to sexual predators and traffickers.

When these risk factors are left unmitigated we see the results in our community. In the past year we have noted:

- Pre-gang behavior: an uptick in youth hanging out in larger groups (7-10 kids), loitering at all hours, and displaying gang-like behavior (wearing “rags”, etc.);
- Large groups of very young children (aged 5-10 yrs.) out late in the evening and unsupervised;
- Increases in bullying, truancy, weapons, and fights;
- Increases in substance and alcohol use by minors;
- Increasing vandalism of vehicles in our parking lots on a regular basis;
- Increases in robbery and petty criminal activity with purses and cell phones being stolen when cars are left unattended even momentarily—for example, a person delivering donated gifts during the holidays had her purse stolen as she was carrying the gifts into the PACT office and a State worker had two cell phones stolen out of his truck as he was standing no more than 10 feet away;
- An increase in thefts of bicycles and mopeds;
- Young people actively seeking these opportunities and vulnerable moments (in offices or parking lots where they can take advantage of the situation);
- A definite presence of adult and “sneaker pimp” (i.e., a teenager pimping another teenager) sexual predators and traffickers targeting our vulnerable youth.

Most of this may be part of a normal cycle—or it may be the beginning of a serious change in our community’s ability to promote productivity and safety. We cannot yet say. In any case our aim is not to create alarm but rather to apply resources to the issues by working proactively with our community and youth before the neighborhoods drift backward to a public housing era of gangs, violence, and ghetto.

Youth at the Crossroads – Peril or Protection?

Adolescence is a developmental period of duality: crisis or opportunity. Biological and hormonal changes can lead to behaviors that jeopardize teens’ prospects of achieving self-sufficiency in adulthood. These physical and psychological changes can reduce their ability to exercise good judgement just as they are developing a greater need for independence and a sense of identity. As they respond to these physiological and biochemical changes, in seeking independence and peer acceptance, teens—and even pre-teens—may engage in risky behaviors that can have long-term negative consequences, such as substance and alcohol use, unplanned pregnancies, criminal activity, and increasingly becoming victims of traffickers or sexual predators. Youths’ experiences, their choices, and the resources available to them will contribute to whether they develop into independent adults or become dependent on public assistance, incarcerated, homeless, or otherwise unable to provide for themselves and their dependents. (Koball, et al. 2011)

Research on the social determinants of health for young people indicates that the families and communities in which youth grow up influence their well-being and chances for achieving self-sufficiency in adulthood. Socio-economic status and income, family structure and support, social support, education and employment, personal health practices and coping skills, and culture are several of the primary social determinants of

the health of young people. Youth living in low-income or unstable families, especially, may have less resources and adults who can provide a safe, structured, and nurturing environment to grow up. (www.togethertolive.ca/social-determinants-health; accessed 1/12/19)

Afterschool and non-school hour programs “are locally-designed school and community solutions that help kids learn and grow, keep children and teenagers safe, and support families to balance work with home” (Afterschool Alliance, November 2017). These programs provide youth with the “foundational skills and competencies that students need as they move through school and toward adulthood.” (Afterschool Alliance, November 2017)

PACT’s Community Teen Program has been a presence in the KPT and Puuwai Momi communities to provide alternatives to youth in a safe, structured environment that helps them avoid risky behaviors and build upon protective factors that help youth understand themselves, relate better with peers, develop their talents, and allow them to explore other communities, nature, and work they might like to do in the future. Both communities have experienced an influx of new kids and families that come with a new set of challenges that must be addressed. With the current level of funding, we are only able to maintain center hours, and have been limited in the amount of community outreach and parent engagement activities the current staffing can do. *We know more needs to be done, and we know we can do more with increased funding.* PACT is located within the KPT and Puuwai Momi communities and has a finger on the pulse of what’s happening, thus we are in the prime position to create a positive “disturbance” in the uptick of those pre-delinquent behaviors we have observed recently.

With State GIA funding, PACT proposes to “turn up the volume” on our long-standing positive youth development services by increasing outreach activities for youth, parents, and community members and to increase opportunities for parents and families to positively engage with their children in Teen Program services and activities. To stop the negative behaviors we are seeing, we need to make the community and families aware of what is happening and involve the public housing management and resident families in working together to direct our children and youth away from the route to peril and on to the road to protection and outcomes that lead to our children and youth’s school success and fruitful transition to young adulthood.

II. Background and Summary

1. Brief Description of the Applicant's Background

Parents And Children Together has been a resource of human services to Hawaii's residents for 50 years. Founded in 1968 as a single program called the Parent Child Center of Kalihi, PACT has assisted families in overcoming their particular hardships—which have resulted in healthy and resilient families and children. Today, with 18 programs serving communities throughout the state of Hawaii, PACT offers a comprehensive and interconnected array of services to strengthen individuals, children, families, and communities experiencing developmental, educational, social, behavioral health, and economic challenges.

Our mission is *Working together with Hawaii's children, individuals, and families to create safe and promising futures*. PACT delivers prevention and intervention services that are recognized locally and nationally as highly effective and produce quality outcomes for individuals, families and communities. Services address family peace and preservation; early childhood development and education; behavioral health support for youth with severe emotional behavior disorder and their families; positive youth development; and community and economic development. Since 2017, we've extended our programmatic expertise to embark on strategic initiatives that involve working with other organizations and sectors of the community to cooperatively address complicated socio-economic issues that impact our state's collective health and well-being, such as domestic human/sex trafficking and long-term poverty.

Over the 50 years of serving mainly low-income residents, PACT has developed extensive organizational knowledge about how the dynamics of long-term poverty create challenges for families and neighborhoods. Our programs are community-based to reflect the cultures and faces of our clients. PACT engages family members and partners from all sectors of the community to define strategies and solutions that reflect the combined knowledge, assets, and skills of the community. Being a part of the community we serve allows us to respond agilely to the emerging needs of the community. Our administrative headquarters is still located in the Kuhio Park Terrace (KPT)/Kuhio Homes public housing community, along with three programs: Head Start-Early Head Start, Community Teen Center, and the Family and Economic Development Center. All other programs are located within the communities they serve or at places conveniently located along main streets and bus lines. A number of our programs provide services at clients' homes or places in the community according to clients' preferences.

Being a community-based service provider allows our staff to build strong, working relationships with our clients. Regular surveys¹ of our clients' experience with our services find they are highly satisfied with our services:

- 95% were satisfied with the services they received;
- 96% felt the services were helpful;
- 93% felt satisfied with the progress they made and skills learned by participating in the services;

¹ Averaged ratings of client surveys conducted 2018.

- 97% felt their culture and background were respected; and
- 99% found the staff friendly and caring.

With 50 years of relationship-building and service delivery experience, PACT has earned the community's trust through initiating partnerships to address the pervasive problems associated with poverty and has nurtured community-driven solutions that have helped its residents to become self-reliant, productive, and engaged citizens.

The program staff possesses a multi-cultural fluency developed through experience in working with Hawaii's culturally diverse populations. They approach their work with families and family members as a partnership, based on equality and respect. While the agency has grown to become a statewide provider, our approach still considers the unique needs and strengths of each client as an individual, as a part of the family unit, and as a member of a community with resources. PACT uses the family center model as both the philosophical and the practical framework for working with clients. The socio-ecological perspective of individual as part of a family unit is key to all of PACT's service strategies, as is promoting the enhancement of protective factors and reduction of risk factors in human development. The principles of family strengthening/family support are consonant with traditional Hawaiian values² including ohana, aloha, lokahi, malama, kuleana, laulima, and hoomau. Whether employing a domestic violence intervention or a youth leadership development program, in their approach with clients, staff members respect the family and its members' ability to develop the skills and knowledge that allow each member to fulfill their dreams and goals. Families and staff members work together in partnership based on equality and respect:

- The family has the capacity to malama (Hawaiian for "to take care of") their ohana (Hawaiian for "family"). The role of the staff member is to coach, guide, listen, encourage and teach, promoting family well-being and leadership development.
- Families are sources of support, nurturance, love, and expertise for their own members, for other families, for programs. The role of the staff member is to coach, guide, listen, encourage and reflect with families what they may they already know, teach and model new skills, and guide reflection on what they have learned as a result of their experience with the program.
- Families learn best when their cultural, racial, and linguistic identities are respected and valued. The role of the staff member is to coach, guide, listen, encourage, teach and demonstrate their respect for the family's cultural identity and to offer other perspectives and potential solutions for their consideration.
- Effective programs are those embedded in communities. The role of the staff member is to ensure the program is providing client-centered, client-driven services.

² Hawaiian values: ohana (extended family), aloha (love, affection, compassion, kindness), lokahi (unity, harmony), malama (to take care of, attend to, protect), kuleana (right, privilege, responsibility), laulima (cooperation, joint action), and hoomau (to persevere, endure, continue).

- Effective programs partner with families to advocate for services and systems that are fair, responsive, and accountable to the community.
- Principles of family support practice are modeled in all program activities, including planning, governance, staff supervision and support, and administration.

PACT is fully accredited by the Council on Accreditation for Families and Children (COA) and earned superior accolades from its 2016 site review. In September 2017, our Hana Like Home Visitor program received a four-year accreditation and laudatory comments from Healthy Families America, a home visiting model that promotes child well-being and the prevention of child abuse and neglect. PACT is an active member of HANO, PHOCUSED, Housing ASAP, Domestic Violence Action Coalition, Hunger Coalition project, and is a partner agency and recipient of the United Ways on Oahu, Kauai, and Maui.

In summary, PACT’s approach to service delivery and its unique strengths, the agency’s pillars of service delivery are:

1. Services have a community-based, family-focused, holistic, and client-driven orientation.
2. A vibrant culture of quality and performance improvement permeates the organization.
3. Services use evidence-based models and curricula, industry/field/discipline best practices, culturally responsive, and consumer-driven approaches.
4. PACT recognizes the value of staff and supports continuous professional development. Staff are highly-trained in their respective disciplines and job duties.
5. The ethnic backgrounds of our staff reflect those of the multi-cultural populations we serve.

2. Goals and Objectives Related to the Request

Program Goals	Program Objectives
<ul style="list-style-type: none"> • All youth in the Kuhio Park Terrace and Puuwai Momi communities and the surrounding areas will <u>have a safe and encouraging environment that is supervised by positive adult role models</u> and will foster and support youth development, healthy living, and social responsibility. 	<ul style="list-style-type: none"> • A minimum of 300 youth will register for these afterschool programs and services at PACT and participate in a wide variety of afterschool activities that are supervised by positive adult role models.
<ul style="list-style-type: none"> • All youth in the Kuhio Park Terrace and Puuwai Momi housing communities will have opportunities to <u>gain knowledge and skills in a variety of areas and implement skills learned in their daily lives</u>, including: academic support, enrichment and recreation, youth development and skill building (including social/life skills, career/vocational, leadership, etc.). 	<ul style="list-style-type: none"> • Youth participating in enrichment and recreational activities will demonstrate a positive change in attitude and behaviors. • Youth participating in youth development, educational, and/or skill building activities will demonstrate increased social and life skills.

Program Goals	Program Objectives
<ul style="list-style-type: none"> All youth in the identified communities will have the opportunity to participate in aina/land-based learning activities. 	<ul style="list-style-type: none"> Youth participating in aina-based learning activities will report an increased connection to their cultures and/or community.
<ul style="list-style-type: none"> Develop and test strategies/activities to engage parents, families, and/or community members resulting in positive youth outcomes. 	<ul style="list-style-type: none"> Teen Program staff will create new partnerships and strengthen existing ones (Kalihi Community Coalition, Dole School Community Council, other PACT programs, etc.) to support and increase parent/community engagement. Identify parent “champions” in each community and form an advisory committee to plan and implement engagement activities.

3. Public Purpose and Need to be Served

Youth involvement in risky behaviors appears to be on the rise. There are increases in situations where youth are the perpetrators of criminal behavior or where they are the victims of adults and other youth. Because of PACT’s long-standing presence at both KPT and Puuwai Momi and the trust that has been built over the years, our Community Teen program is in the position to address these situations through the deployment of an evidence-based program model—Positive Youth Development—with activities that appeal to youths’ interests and build up their developing skills in decision-making, STEM literacy, social relationships, basic living skills, and expression of their creativity.

Providing opportunities for this population to build positive peer and adult relationships, learn new skills, and participate in positive, supervised activities will prevent their participation in a multitude of risky behaviors and will, ultimately, serve the public need. Early intervention prevents the onset of delinquent behavior and supports the development of a youth’s assets and resilience” (“Early Intervention,” <https://youth.gov/youth-topics/juvenile-justice/prevention-and-early-intervention>. Accessed 1/15/19). Preventing youth participation in drugs, crime, gangs, and other risky behaviors and increasing their chances of achieving school and social success will decrease the social and public costs of following youth in the juvenile justice system or providing treatment programs for them. A Washington State Institute for Public Policy study found that for every \$1 invested in effective delinquency-prevention programs, taxpayers could realize a \$7-10 savings on later public welfare, incarceration, and rehabilitation costs. Research has demonstrated that the opportune and more cost-effective point to stop the ‘cradle to prison pipeline’ “is as close to the beginning of that pipeline as possible.

A living demonstration of what happens when one adult cared enough about a child who experienced a difficult family life is Mervlyn Kitashima. At a very young age, Ms.

Kitashima was identified as being “at risk” because she grew up in poverty, in a blended family that experienced addiction and abuse. Mervlyn is a Native Hawaiian who grew up in Anahola Hawaiian Homestead on Kauai and is one of the child participants in psychologist Emmy Werner’s pivotal Kauai Longitudinal Study on Resilience. Ms. Kitashima, who is the Parents and Alumni Relations Administrator for Kamehameha Schools, gives presentations on the phenomenon of Resilience and recently spoke to PACT staff and inspired us to no longer think of our kids as being “at-risk”—but instead as being “children at-promise.” Ms. Kitashima identifies the most important protective factors (i.e., “*those people, places, and life experiences that have so much power—it turns the JUNK around*”) as being work and responsibility, caring and supportive people and environments, participation and involvement in meaningful things, and sense of purpose, sense of future, and sense of hope. PACT will incorporate these protective factors and approach into positive youth development programming in the KPT and Puuwai Momi communities by creating:

- A supportive environment—both in the Teen Center and in their outside, immediate community;
- Opportunities to develop strong relationships with positive people;
- Opportunities for youth to be involved in meaningful activities which will increase their sense of responsibility to themselves and others; and
- Opportunities that promote a sense of belonging, purpose, and hope for the future.

Teen Program staff will share this information with other individuals and groups that our youth interact with. This will include providing workshops to parents and offering to work with property management companies (office staff, security, and maintenance personnel) to show them ways to help improve the sometimes contentious relationships they have with youth residents.

4. Target Population

The target populations to be served through this proposal are youth 5-18 years of age living in and around the identified low-income, public housing communities of Kuhio Park Terrace and Puuwai Momi.

Nearly half—1,085—of the 2,336 residents at Kuhio Park Terrace and Kuhio Homes are 18 years or under (184 ages 0-4; 485 ages 5-11; 206 ages 12-14; and 210 ages 15-18). The predominant ethnic groups residing at KPT and Kuhio Homes are: Chuukese (33%), Samoan (16%), Native Hawaiians (10%), Marshallese (5%), and Asians other than Filipino (4%). (Better Tomorrows, personal communication, 1/14/19)

At Puuwai Momi, 45% (473) of the 1,059 residents are children/youth from 0-17 years of age. The top three ethnic groups are Native Hawaiian/Pacific Islanders (74%), Asians (14%), and White (12%).

Youth living in these communities are at-risk and experience high levels of social, emotional, and educational problems – all associated with involved in or being at risk for involvement in the Juvenile Justice system. Additionally, the majority of youth who will

receive services through this proposal are in one of the ethnic groups that are over-represented in the juvenile justice system in comparison to their proportion in the general juvenile population – Samoan, Hawaiian, Filipino, African American, and Outer Pacific Islanders (including Chuukese, Marshallese, and other COFA (a.k.a. Micronesian) populations).

Specific ethnic data for youth enrolled in the Community Teen program include:

Ethnicity	% of Youth Enrollment at KPT	% of Youth Enrollment at Puuwai Momi
Outer Pacific Islanders	55%	19%
Samoan	22%	17%
Hawaiian/Part Hawaiian	9%	18%
Filipino	5%	5%
African American	<1%	1%
Other (Asian, Caucasian, and other Pacific Islanders)	8%	40%

Youth at KPT and Puuwai Momi also experience many of the risk factors identified in the youth development literature as contributing to increased potential for participation in risky behaviors. The most significant risk factors present for youth in these communities include:

Risk Factors	
Individual Domain	Family Domain
<ul style="list-style-type: none"> • Lack of opportunity • Low connection to family • Low academic aspirations • Low commitment to school • Early onset of problem behaviors 	<ul style="list-style-type: none"> • Large number of single parent households • Low income status/poverty • Family conflict, problems and dysfunction • Lack of parental involvement
Peer Domain	Community Domain
<ul style="list-style-type: none"> • Early onset of problem behaviors • Favorable attitudes toward antisocial behavior • Association with delinquent or aggressive peers • Lack of involvement in conventional activities 	<ul style="list-style-type: none"> • Low neighborhood attachment • Community disorganization • Laws/norms favorable to problem behaviors • Diminished economic opportunities

5. Geographic Coverage

PACT proposes to provide comprehensive youth services in two high risk low-income, public housing communities:

- Kuhio Park Terrace (aka KPT or Towers at Kuhio Park) in Kalihi and
- Puuwai Momi in Aiea.

Public housing communities, such as Kuhio Park Terrace and Puuwai Momi, which have concentrations of extremely low-income households and disproportionate numbers of children and youth, are among the most distressed communities in the nation (Hunt, 2012). Other risk factors associated with youth living in public housing include exposure to familial substance abuse, family violence and conflicts, and lack of supervision.

Kuhio Park Terrace is Hawaii's largest public housing community, located in Kalihi at the foot of Kahauiki ridge, with the Fort Shafter Military Complex to its west and the Likelike Highway to its east. A total of 748 housing units comprise the two high rise buildings and low-rise homes, which are home to 2,336 low-income working and non-working families (Choice Neighborhoods Needs Assessment, 2012). KPT and Kalihi Valley Homes were built in the 1960s.

The profile of KPT/Kuhio Homes indicates that this community is at great risk. The median family income for KPT/Kuhio Homes is \$23,095. (\$28,870 is poverty level income for a family of four, *Department of Health and Human Services, 01/18/18*). Most residents (70%) at KPT/Kuhio Homes are working. Thirty-one percent of the households receive cash public assistance and 81% received SNAP benefits. Nearly 13 percent of the households receive SSI and 28% receive Social Security benefits. Of those families living in poverty, 79% are headed by single females. Children and youth ages 0 to 19 make up nearly half (48.7%, ACS 2016, 5-Year Estimate) of the KPT/Kuhio Homes population. Linapuni, Fern, and Kalihi-Waena Elementary Schools are the public schools that serve KPT/Kuhio Homes children. Well over 87% of their students qualified for free or reduced-cost lunch (*School Status and Improvement Reports, School Year 2016-17*). Kuhio Park Terrace residents are economically isolated, and face educational, linguistic, and cultural barriers as well as numerous environmental risks.

Puuwai Momi is a State public housing community with 296 occupied housing units and a population of 1,059 low-income tenants in Aiea, Oahu. The complex is bordered by Aloha Stadium, Halawa stream, Kamehameha Highway, and the Liliuokalani-E/H-1-W. There are also a number of other low-income apartment complexes surrounding Puuwai Momi. The location is not a pedestrian community and the public schools—Aiea Elementary, Middle, and High School—are not within convenient walking distance.

According to recent HPHA data, of the 1,059 residents at Puuwai Momi, 45% (473) are children/youth from 0–17 years old and 37% (392) are in the 5-17 years age range of the target population. The top three ethnic groups are Native Hawaiian/Pacific Islanders (74%), Asians (14%), and White (12%). The ethnicities of Teen Program participants in the past year were Micronesian/Marshallese—45%; Hawaiian/Part Hawaiian—21%; Samoan—16%; Other Pacific Islander—15%; Puerto Rican—2%; and African American—1%. About 95% of the tenants are of extremely low-income to low-income (30%–80% of the median family income).

III. Service Summary and Outcomes

1. Scope of Work, Tasks and Responsibilities

Comprehensive services and activities are provided at both sites daily—Tuesday through Saturday. These services were developed using the principles of Positive Youth Development (PYD) and resiliency and are designed to reduce or enhance identified risk and protective factors and provide opportunities for youth to develop the skills, attitudes, abilities, behaviors, and competencies to become active, vital members of their community and successfully transition to adulthood. PACT defines prevention with a broad brush and believes that providing youth with opportunities to develop skills, abilities, etc. will help prevent their participation in many risky behaviors—i.e., substance abuse, violence, pregnancy, etc. Through this grant-in-aid, PACT proposes to add more robust outreach services to youth, parents, and community and a case management component.

Services and Activities

Program activities fall within five components that touch upon the positive development of the whole youth: 1) **Academic Enrichment and Support** (daily study hall/homework help, computer lab, technology/digital media, and intersession enrichment activities); 2) **Sports, Fitness, and Recreation** (daily recreational activities in the drop-in center include music, games, sports, arts and crafts, computer lab; health/fitness activities, including 30 minutes or more of daily fitness activities, nutrition/cooking, and gardening); 3) **Youth Development and Skill Building** (social/life skills development, social emotional learning, youth leadership, career exploration and community service/service learning); 4) **Aina-Based Learning—a.k.a. place-based learning**—activities (cultural exploration, sharing, and reflection, service activities); and 5) **Family and Community Engagement** (parent activities, parent hui, collaborative community-wide activities). A van will be used to transport youth and families to community service/cultural projects, educational or recreational field trips, and between sites for shared activities.

Academic Support: Academic Enrichment. *Goals:* Improve academic skills and increase school success. *Targeted behaviors are improved:* attitude toward school, basic math & reading skills, study habits, and homework completion. This will be accomplished through daily study hall and homework help, computer lab, summer/intersession enrichment activities, healthy afterschool snacks, and incentives for participation (e.g., quarterly field trips and shaka bucks).

Sports, Fitness, Enrichment and Recreation: *Goals:* Youth will be well-rounded individuals and participate in a variety of positive activities. *Targeted behaviors are:* increased participation in a variety of positive activities and increased teamwork skills, physical activity, and nutrition awareness. To accomplish this, staff will organize daily SPARK/fitness activities, league sports (i.e., late night basketball, flag football), and daily drop-in center (with computer lab, arts/crafts, cooking and nutrition groups, music and dance, etc.).

Youth Development and Skill Building: *Goal:* Youth will develop the necessary skills and abilities to be successful in life. *Targeted behaviors are:* improved communication skills, social/life skills, decision-making, and adult and peer relationships. This will be accomplished through: youth leadership development and skill building/curriculum groups, including:

- ✦ **Youth Leadership:** Staff look for leadership skills and abilities in youth who may not be considered your typical leaders, and provide opportunities for leadership development in youth who probably have not had much opportunity to develop those skills. PACT's Junior Neighbor Patrol will be resurrected as a way to give youth some responsibility in monitoring and keeping their community safe.
- ✦ **Social and Life Skills/Social Emotional Learning:** These skills are addressed in both formal and informal ways. Formally, staff run groups that focus on these skills and implement prevention curricula that focus on specific skills or behaviors in small group settings at the center. An example of this is "Why Try." Why Try lessons teach important life skills like keeping laws and rules, building support systems, resisting peer pressure, and developing resiliency. Informally, staff work with youth to develop these skills in the course of their participation in daily activities, utilizing "teachable moments" that occur naturally during program activities.
- ✦ **Career Awareness and Development:** These activities (finding a career awareness curriculum, workshops and guest speakers to highlight different career paths, etc.) will be developed so that young people can explore different career possibilities. They will be designed so that youth can develop a sense of their future along with a sense of hope and purpose.

Aina-Based Activities: *Goal:* Youth will feel more connected to their cultures and communities. *Targeted behaviors include* improved relationships with positive adults, family, and community; and increased community/cultural awareness and civic responsibility. Activities will include quarterly community service projects at cultural sites along the Halawa or Kalihi ahupuaa to learn their moolelo (stories), and enrichment activities (dance, music, etc.).

Family and Community Engagement: *Goal:* To catalyze the shift in culture in our communities and build strong and effective partnerships with families and community members that can help children thrive. *Targeted behaviors include* increased parent involvement at Teen Program and community activities and improved relationships with their children. Activities will include a parent hui, quarterly hoike (showcase of their

children’s activities), community activities (such as movie nights), development and implementation of a middle school version of the existing Sundays Project—a collaboration with the DOE to provide culture-driven learning opportunities for families from the Federated States of Micronesia, the Marshall Islands, Palau, and other new migrants to Hawaii—for the purpose of reducing the current high rates of absenteeism in the public school, by engaging parents in seeing to their children’s success in school. Additionally, Teen staff will partner with other PACT staff and programs (i.e., Family and Economic Development Center (FEDC), Head Start/Early Head Start) to build on existing activities and increase the engagement of parents and families of Teen Program members. These include the FEDC food pantry, community pop-up events, etc. Additionally, the Family/Community Coordinator will also provide case management services for select families or individuals with multiple needs and challenges, including the assessment of their strengths, challenges, and needs and ongoing support to mitigate barriers and encourage progress towards goals.

2. Projected Annual Timeline

<i>Program Design and Planning</i>														
<i>Services</i>	<i>Specific Tasks</i>	<i>Months</i>												
		1	2	3	4	5	6	7	8	9	10	11	12	
Program Design Activities	Program Planning ✓ Activity design and planning	x	x	x	x	x	x	x	x	x	x	x	x	
<i>Program Management</i>														
Program Management Activities	Hire Program Staff	x	x	As vacancies arise										
	Staff Training/Development • Develop individual staff development plans	Annually during employee performance review												
	• Participate in relevant conferences and workshops	As opportunities become available												
	• Participate in OJT/informal training activities	x	x	x	x	x	x	x	x	x	x	x	x	x
	Staff Supervision ✓ Formal Supervision ✓ Informal Supervision ✓ Staff Meetings	x	x	x	x	x	x	x	x	x	x	x	x	x
<i>Program Implementation</i>														
Program Implementation Activities	Outreach and Recruitment Activities	• Post flyers in the community • Post calendars • Conduct home visits for youth recruitment	x	x	x	x	x	x	x	x	x	x	x	x
		Special Events Recruit.	As needed											
	Academic Support	• Study Hall • Computer Lab • Intersession Activities	x	x	x	x	x	x	x	x	x	x	x	x

Program Design and Planning														
Services	Specific Tasks		Months											
			1	2	3	4	5	6	7	8	9	10	11	12
	Enrich. & Recreation Activities	<ul style="list-style-type: none"> • Rec. Activities • Cooking/Nutrition • Sports and Fitness • Special Events 	x	x	x	x	x	x	x	x	x	x	x	x
	Youth Dev./Skill Building Activities	Youth Leadership	x	x	x	x	x	x	x	x	x	x	x	x
		Career Development		x		x		x		x		x		x
		Social and Life Skills	x	x	x	x	x	x	x	x	x	x	x	x
	Aina-Based Activities	Quarterly Community Service			x			x			x			x
	Family/Community Engagement	Identify Parent Champions	x	x	x									
		Hoike/Showcase			x			x			x			x
		Community Activities		x			x			x			x	
		Sundays Project					x				x			
	Case Management	Parent Hui (Puuwai Momi)		x	x	x	x	x	x	x	x	x	x	x
		Services Developed	x	x										
		Case Management	Individuals/Families referred for service			x	x	x	x	x	x	x	x	x
Program Evaluation and Quality Assurance														
Evaluation & Quality Assurance Activities	Data Collection developed or refined to meet specific needs		x	x										
	Develop other pre and post tests and other data collection methods – refine and revise quarterly		x	x		x			x			x		
	Data collected and analyzed and programmatic changes implemented.				x			x			x			x
	Quarterly PQI and funder reports completed				x			x			x			x

3. Quality Assurance and Evaluation Plans

PACT's Performance and Quality Improvement Process

Parents And Children Together (PACT) is dedicated to providing quality services for the community at large and for those children, adults, and families who participate in PACT's programs. PACT maintains quality assurance and evaluation through the Performance & Quality Improvement (PQI) Plan. This Plan is built upon PACT's vision, mission, and values and is designed to ensure that targeted goals and outcomes are achieved with the highest possible quality of services, in compliance with Council on Accreditation standards of care, and are consistent with funders' contract requirements. The plan clearly delineates that "quality is everyone's responsibility" starting with the Board of Directors to the Executive Leadership Team to the Program Directors and then to all employees, contracted service providers, and volunteers. *The ATTACHED Performance & Quality Improvement Plan* provides the framework, guidance and basis for all the organization's quality activities.

PACT evaluates its performance in a multifaceted approach and uses this information as the genesis for the improvement cycle of Plan-Do-Check-Act (PDCA). *The Quality*

Activities Procedure describes in further detail the scope of the quality activities, which include:

- 1) External review and accreditation from the Council on Accreditation (COA);
- 2) Contract Management Policies and Procedures;
- 3) Program PQI Activities;
- 4) Quarterly Case Record Review;
- 5) Quarterly Analysis of Client Outputs and Outcomes;
- 6) At minimum, Annual Client Satisfaction; and
- 7) Continuous Program Review and Improvement.

PACT's PQI Plan is the guidance for the institutionalization of performance and quality improvement processes throughout the agency. The plan is based on COA standards, funder requirements, and the Plan-Do-Check-Act framework.

Monitoring Contract Compliance and Adherence to Internal Policies & Procedures

The programs collect and analyze data internally and submit quarterly quality reports to the agency's Director of Quality, who analyzes the data, reports trends and makes recommendations regarding immediate issues to the agency's PQI Committee, comprised of the PACT leadership and management staff. For this RFP, PACT will track and measure all required outputs and outcomes that we believe will add significant impact for the program.

Program PQI Activities

Utilizing the quarterly PQI Report, the programs communicate their program activities, highlight strengths and successes, and document specific actions toward program improvement. If less than satisfactory performance is identified, program leadership can introduce interventions to improve performance, obtain additional input from staff, and create a plan of action to monitor the effectiveness of the interventions.

Client Outputs and Outcomes

It is a top priority of the Executive Leadership Team to evaluate the program's practice and assure the provision of services and its impacts are meeting the contractual obligations. To facilitate this process and to give Executive Leadership Team timely feedback, the Program Health Quarterly Update (PHQU) Form is completed by the Program Director and is attached to the PQI Report. This update tracks staffing pattern, critical program outputs and outcomes, and compliance with contract requirements and is reported quarterly to the PQI Committee and Executive Leadership Team.

Program Review and Improvement

When areas for improvement or challenges are identified, the Program Director and the staff meet to discuss the issues, identify the root cause, and develop an improvement plan to change processes and address identified weaknesses. Issues and areas needing Executive Leadership Team support and intervention are raised by the PQI Committee and tracked by the Director of Quality.

Evaluation Plan to Address Effective Program Delivery

The Teen Program's evaluation plan is based on PACT's quality processes and procedures and the goals and objectives proposed in this document. The program

evaluation includes a combination of process or outputs evaluation (is the program being implemented as planned?), outcomes evaluation (is the program working and is the participants' behavior changing as anticipated?), and formative evaluation (answers the questions: What's working? What's not? What changes need to be made?).

Summary

As demonstrated, PACT's PQI Plan is the guidance for the institutionalization performance and quality improvement processes throughout the agency. The plan is based on COA standards, funder requirements, and the Plan-Do-Check-Act framework. Performance activities are incorporated in the daily activities at two levels of the organization: administration and programs. Staff members perform their work and monitor its quality to ensure that contract requirements are met, services are delivered in a cost-effective manner, and program and client outcomes are met. PACT's processes are formalized and updated through policies and procedures and staff are trained to ensure continuous and systemic achievement of quality and performance goals and objectives in organizational and program administration and program services delivery.

4. Measures of Effectiveness

- 1) A minimum of 300 children and youth between the ages of 5 and 18 years will register for program services.
- 2) A minimum of 250 youth will participate in academic enrichment and support activities.
- 3) A minimum of 200 youth will participate in the health/fitness/nutrition or other enrichment activities and 75% of those will demonstrate increased knowledge and/or skills in this area.
- 4) A minimum of 150 youth will participate in a skill building activity (e.g., leadership, career development, Why Try, etc.) and 75% of those will demonstrate increased knowledge and/or skills in this area.
- 5) A minimum of 125 youth will participate in a/culture-based activities and 80% of those will report/demonstrate increased connections with their culture and/or community.
- 6) A minimum of 6 parent/community engagement events will be held during the program year.

IV. Financial

Budget

1. Budget and Budget Forms

The attached budget forms detail the cost of the grant-in-aid request, including:

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

2. Quarterly Funding Request for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$70,638	\$70,638	\$70,638	\$70,638	\$282,552

3. Other Funding Being Sought for fiscal year 2020

The full cost of operating the Community Teen Program is approximately \$675,000 per year. A list of all other sources of funding that have been secured or are being sought for the Community Teen Program is listed in the table below.

Approximate Amount to be Requested	Funder
\$124,900	City and County of Honolulu, Department of Community Services (for Puuwai Momi Site) - PENDING
\$70,000	Office of Youth Services, Positive Youth Development Services (KPT Site) - SECURED
\$70,000	Office of Youth Services, Positive Youth Development Services (Puuwai Momi Site) - SECURED
\$100,000	BESSD TANF MOE (both sites) - SECURED
\$35,000	Combination of Private Foundations (including the McInerny Foundation) - PENDING

4. State and Federal Tax Credits

PACT has not been granted any state/federal tax credits in the prior three years and does not anticipate applying for such credits in fiscal years 2019 and 2020. PACT is not requesting funding for any capital projects with this application.

5. Federal, State, and County Government Contracts and Grants Received within the prior three years and Will Be Receiving for Fiscal Year 2020 Program Funding

A list of the required information is included in the Attachments on the provided form "Government Contracts, Grants, and/or Grants In Aid."

6. Balance of Unrestricted Current Assets as of December 31, 2018.

PACT's unrestricted assets as of December 31, 2018 are \$4,858,116.00, with approximately \$2,032,313.72 in monthly expenditures to meet grant commitments.

Please note PACT's financial audit by an independent third-party for fiscal year ending 2018 is currently in progress.

V. Experience and Capability

1. Necessary Skills and Experience

Parents And Children Together (PACT) has been headquartered in Kalihi at Kuhio Park Terrace since its inception in 1968. The agency's first program, the Parent Child Center of Kalihi, focused on promoting the optimal development of young children by fostering the parent-child relationship. PACT now works with newcomers, formerly incarcerated individuals, victim/survivors of domestic violence, youth living in high-risk situations, and low-income and public housing communities. PACT has expanded its programs to other neighbor island communities and has a statewide human services presence. Today, PACT has 18 programs reaching families and individuals across the state in the areas of family strengthening, newcomer acculturation, domestic violence prevention and intervention, economic development, prevention of child abuse and neglect, early childhood education and development, youth mentorship and leadership development, community building, youth development, and behavioral health support. Its services are delivered in alignment with the agency's mission to work together with Hawaii's children, individuals, and families to create safe and promising futures. The agency's approach to service delivery is based on honoring the values and principles inherent in the concept of partnership. PACT works closely with its clients, community members, and collaborates widely with organizations from varying fields. Services are designed in partnership with clients, with focused attention to the cultural and socio-economic context of their respective backgrounds.

Over the years, PACT has developed extensive organizational knowledge about the dynamics and challenges that long-term poverty has on families and their neighborhoods. With 50 years of relationship-building and service delivery experience, PACT has earned the community's trust through initiating partnerships to address the pervasive problems associated with poverty and has nurtured community driven solutions that have helped communities thrive. PACT understands the numerous types of stressors and barriers that people encounter when chronically unemployed or underemployed, and the staff possesses a multi-cultural "fluency" developed through experience in working with Hawaii's culturally diverse population. The organization has been consistent in its efforts to ensure the composition of its staff reflect the ethnic diversity of its client populations.

The Community Teen Program has extensive experience providing comprehensive youth development services to youth and families living in the at-risk communities of Kuhio Park Terrace since 1990 and Puuwai Momi since 2005. Program services are long-based on the evidence-based Positive Youth Development model, and staff have embraced its principles in all aspects of their work. Several of our staff grew up in KPT and truly understand the difficulties that the youth face. One of our most successful Youth Development Specialists obtained a bachelor's degree in biology in part due to the support and presence of the teen center while he was growing up. Because of our staff's long-time presence and positive interactions in this community, the youth can identify and utilize the Community Teen Program as a place where warm, caring, non-judgmental adults can help them on their daily journey through adolescence. Staff believe that all youth are valuable and can reach their full potential if given the opportunity to develop the attitudes, skills and abilities they need to successfully move through adolescence into

adulthood. Proposed services will continue those that are currently and successfully being implemented at these sites and will also expand and build on those services to impact our current concerns. We believe that the trust held for PACT in our community uniquely positions PACT to take on a key role convening and organizing families around these goals.

PACT’s Community Teen Program has received funding from numerous sources over the years to provide a variety of youth services. These include:

- Office of Youth Services (OYS). PACT has received OYS funding since 1990 to provide youth services at KPT—first, as part of the statewide Youth Gang Response System. Additional funding has provided other services including: Community Outreach and Case Management for At-Risk Youth, Youth Service Center Funding as part of the Hui Malama Ohana Youth Service Center collaboration, Safe and Drug Free Schools–Drug and Violence Prevention, Truancy Prevention (through a sub-contract with Susannah Wesley Community Center for Dole Middle and Fern Elementary Schools), Positive Youth Development (PYD) at KPT and Puuwai Momi, and most recently, Life Skills to provide opportunities for youth to develop social, emotional, cognitive, and behavioral competencies.
- Other major funding sources over the past 29 years include:
 - ✦ Hawaii DHS Benefit, Employment, and Support Services Division (BESSD) for Teen Pregnancy Prevention and Family Strengthening Services.
 - ✦ Hawaii Community Foundation Tobacco Prevention & Control Trust Fund.
 - ✦ 21st Century Community Learning Center/Department of Education–to provide out-of-school time services for middle and high school youth (a current contract).
 - ✦ Office of Community Services Grant-In-Aid. To provide evidence-based prevention and intervention services to youth at KPT.
 - ✦ City and County of Honolulu Grant-In-Aid for after school services for at-risk youth living in Puuwai Momi

Verifiable Experience Table. The following is a listing of verifiable experiences with projects and contracts for the most recent three years that are pertinent to the service activities requested through this grant-in-aid.

Contract # & Contract Period	Contracting Agency	Contact Person & Mailing Address	Phone and Email	Title and Brief Description
DHS-19-ETPO-0028 01/01/19 to present	Department of Human Services	Stacie Tonouchi, 1010 Richards St., Ste. 512 Hon., HI 96813	808.586.7088 stonouchi@dhs.hawaii.gov	Family Strengthening through Vocational and Employment Services provides vocational and employment services through the Family and Economic Development Center. The Community Teen Program provides opportunities for participants to engage in family strengthening programs, increase community engagement and for youth to enhance protective factors through positive youth development programs.

DHS-19-OYS-905 7/1/2018 to present	Department of Human Services/ Office of Youth Services	Ana Mejia-Vasconcellos, Office of Youth Services 707 Richards St., Ste. 525 Hon, HI 96813	808.587.5738; amejia-vasconcellos@dhs.hawaii.gov	Positive Youth Development programming provides a framework for addressing youth issues to ensure they can develop social, emotional, cognitive, behavioral, and moral competencies and resilience to enable them to achieve a successful transition to young adulthood.
DHS-19-OYS-906 7/1/2018 to present	Department of Human Services/ Office of Youth Services	Ana Mejia-Vasconcellos, Office of Youth Services 707 Richards St., Ste. 525 Hon, HI 96813	808.587.5738; amejia-vasconcellos@dhs.hawaii.gov	Positive Youth Development programming provides a framework for addressing youth issues to ensure they can develop social, emotional, cognitive, behavioral, and moral competencies and resilience to enable them to achieve a successful transition to young adulthood.
DHS-11-POS-357 (7/1/2011-6/30/2016) DHS-17-POS-4113 (7/1/2017-6/30/2018)	Sub- contractor of Neighborhood Place of Kalihi	Stephen Morse PO Box 4560, Honolulu, HI 96812	808.673.1493 smorse@blueprintforchange.org	Neighborhood Place of Kalihi provides family strengthening programs. Families receive linkage to community based health, legal, housing, food security, job development and other services, and participate in socializations and parenting groups.
DHS-15-OYS-527 7/1/2015-6/30/2018	Department of Human Services/ Office of Youth Services	Ana Mejia-Vasconcellos, Office of Youth Services 707 Richards St., Ste. 525 Hon, HI 96813	808.587.5738; amejia-vasconcellos@dhs.hawaii.gov	The Life Skills Program at KPT Teen Center provides programs to ensure that youth have the opportunity to develop social, emotional, cognitive, behavioral, and moral competencies and resiliency that enables them to achieve a successful transition to young adulthood.
DHS-15-OYS-528 7/1/2015-6/30/2018	Department of Human Services/ Office of Youth Services	Ana Mejia-Vasconcellos, Office of Youth Services 707 Richards St., Ste. 525 Hon, HI 96813	808.587.5738; amejia-vasconcellos@dhs.hawaii.gov	The Life Skills Program at Puuwai Momi Teen Center provides programs to ensure that youth have the opportunity to develop social, emotional, cognitive, behavioral, and moral competencies and resiliency that enables them to achieve a successful transition to young adulthood.
CO-10582 3/19/2015-6/30/2018	Hawaii Department of Education Community Engagement Branch	Mara Pike, DOE Community Engagement Branch Kalani HS 4680 Kalaniana'ole Hwy, TB1A Hon, Hawaii 96821	808.305.0692; 21cclc@coe.k12.hi.us	The 21 st Century Community Learning Center program at the KPT Teen Center provides students in the Farrington Complex with academic enrichment opportunities, STEM, College and Career Readiness and Family Engagement, along with remedial education and tutoring.

CT DCS1800050 10/1/2017- 12/31/2018	City & County Department of Community Services	Pablo Venenciano Office of Grants Management, 925 Dillingham Blvd., Ste. 200, Hon., HI 96817	808.768.5861; pvenenciano@ honolulu.gov	After School Services for At-Risk Youth in Puuwai Momi provides academic enrichment, sports, fitness and recreation, and youth development skill building to at-risk youth living in the Puuwai Momi public housing community.
OCS-GIA-17-05 7/1/2016-2/28/18	Hawaii State Office of Community Services	State of Hawaii Office of Community Services, 830 Punchbowl St., Ste. 420, Hon., HI 96813	808.586.8686; Bernard.r.menor @hawaii.gov	The Community Teen Program provides KPT Teen Center with evidence-based prevention and intervention services to youth living in the KPT/Kuhio Homes public housing community.
DOE Contract for Goods and Services 1/2009-present	Department of Education	Farrington-Kaiser- Kalani Complex Cody Kikuta, School Renewal Specialist Kaimuki-McKinley- Roosevelt Complex Lorri Kondo, Complex Area Resource Teacher 4967 Kilauea Avenue, Honolulu, HI 96816	808-733-4768 Cody Kikuta/H ONDO/HIDOE @notes.k12.hi.us 808-733-4997 Lorri Kondo/HO NDO/HIDOE@n otes.k12.hi.us	The Sundays Project provides immigrant families a venue to learn about U.S. school expectations for families and learn how to help their children succeed in school The project also promotes family literacy through engagement activities and economic stability through job preparation to enhance overall family health & well-being.

2. Facilities

PACT has 48 locations on Kauai, Oahu, Molokai, Lanai, Maui and Hawaii islands. PACT's administrative offices are located at 1485 Linapuni Street, Suite 105, Honolulu, 96819, in a federally funded Community Resource Center in the heart of Kalihi, Oahu. Service locations meet all the requirements of the American Disabilities Act (ADA) regarding consumer and employee access as well as OSHA requirements for safety. Every effort is made to maintain services that are centrally located in each community where target populations are served. PACT has a Facilities Manager to ensure that all sites provide maximum accessibility, safety and support for service delivery. The Quality Director oversees a Safety Program that includes facilities compliance with all safety regulations (such as OSHA), including fire drills and monthly facilities inspections.

The Community Teen Program at KPT moved to its current site at the KPT Resource Center in the summer of 2003. This site is located adjacent to a full-sized gym, and has space configured for study hall, games and activities, and sports. It has a computer center and access to a field and a covered outdoor pavilion (fale). There are also available private spaces where teenagers can meet with staff individually or in small groups to discuss sensitive topics and attend educational sessions related to pregnancy prevention and other relevant topics.

In the fall of 2013, PACT opened a second site in KPT specifically for middle and high school youth. We have found that older youth don't always want to participate with younger kids in the same space or in the same types of activities. When a space on the bottom floor of B Building became available at a minimal cost, PACT decided to open services specifically for the older population. There is space for a computer lab and a large recreation area that can accommodate a wide variety of activities. This space is also an accessible facility.

Youth services at our Puuwai Momi Site are provided in the Makalapa Community Center located adjacent to the housing complex. The Honolulu Community Action Program (HCAP) permits PACT to use the large hall during after school hours Tuesday through Saturday and has provided space to locate our office in one section of the hall. This facility is not fully ADA compliant, but was grandfathered in by the State. Staff can assist clients with entering the building by assisting them over the curb on the upper level or by helping them up the sidewalk from the lower level, but once they are in the building, the Teen Program space and the upstairs bathrooms are accessible. Outdoor recreational activities are scheduled at the adjacent Makalapa Community Park and require authorization from the City and County Department of Parks and Recreation. Additionally, PACT's Family and Economic Development Center (FEDC) and Administrative Offices will be available for services through this grant. The facilities are located in the same building at KPT and can provide meeting spaces as needed. The FEDC also offers other services that will be available to clients receiving services through the GIA, such as: Food Pantry, referrals for legal, medical, housing, family violence, and other resources.

VI. Personnel: Program Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

Proposed Staffing

The following table outlines the proposed staffing pattern for the both of the sites at KPT and Puuwai Momi. The staffing pattern is configured to provide comprehensive youth services by leveraging funding sources. This funding request will be braided in with other funding sources to create a robust program.

Positions and Primary Responsibilities
<p>Program Director – 0.15 FTE</p> <ul style="list-style-type: none"> • Overall planning, implementation, and oversight of a comprehensive Youth Development program; Defining program vision and direction; Program & contract performance & reporting; Performance/quality improvement activities; General program administration; Budget development and oversight.
<p>Program Supervisor – 0.30 FTE</p> <ul style="list-style-type: none"> • Supervision of staff and coordination of activities and services for KPT and Puuwai Momi sites; Develops/maintains adequate data collection systems; ensures that program objectives are met and program reports are submitted timely; Develops effective, collaborative relationships with a program, school, and agency personnel; Provides direct services.
<p>Parent/Community Coordinator – 1.0 FTE</p> <ul style="list-style-type: none"> • Coordination of family and community engagement activities • Development/modification of Sundays Project curriculum for parents of middle school youth • Provides case coordination services for selected families/individuals
<p>Youth Development Specialist- 4 positions (2 at KPT site and 2 at Puuwai Momi) – 1.05 total FTE</p> <ul style="list-style-type: none"> • Development/implementation of youth development and parent involvement projects and services; Facilitates groups and adapts curricula; Develops working relationships with appropriate individuals, agencies or organizations; Develops/maintains appropriate data collection system; Submits data/reports in a timely manner.
<p>Youth Specialist – 2 positions (one at each site) 0.45 total FTE</p> <ul style="list-style-type: none"> • Assist with implementing positive youth activities; Supervision of youth and youth activities; Maintains appropriate data collection system and ensures that reports are submitted on time.
<p>Youth Intern – 2 positions (one at each site) – 0.75 total FTE</p> <ul style="list-style-type: none"> • Assist staff with planning and implementing positive youth activities and supervision of youth. These positions are designated for Teen Program participants from their respective communities.

Key Staff and Minimum Qualifications

Following are the minimum qualifications for program positions and the names and experience of current staff.

Position	Minimum Position Requirements	Education and Experience of Incumbent Staff Members
Program Director	<ul style="list-style-type: none"> • Bachelor’s required, master’s degree preferred • Two years’ experience w/ grant writing, fiscal management, program planning and supervision • Able to obtain acceptable background checks 	<p>Cheryl Johnson</p> <ul style="list-style-type: none"> • Bachelor’s degree in Psychology • 29 years as PACT’s Teen Program Director • 10 years teaching experience/Hawaii DOE

Position	Minimum Position Requirements	Education and Experience of Incumbent Staff Members
Program Supervisor	<ul style="list-style-type: none"> • High School diploma req., bachelor's preferred • Five years' relevant experience • One-year supervisory experience • Able to obtain acceptable background checks 	<p>Marlene Hoohuli</p> <ul style="list-style-type: none"> • Associates Degree Liberal Arts • 17 years' experience at PACT's Community Teen Program • 13 years as Program Supervisor
Parent/Community Coordinator	<ul style="list-style-type: none"> • Associate's degree in Human Services or related field plus two years' experience working in an educational, health or social service setting, case coordination experience preferred • Bachelor's degree, preferred, and one year experience • Able to obtain acceptable background checks 	<p>To Be Hired</p>
Youth Development Specialists	<ul style="list-style-type: none"> • High School diploma or equivalent and two years' relevant experience, or • Associate's degree and one-year experience • Able to obtain acceptable background checks 	<p>Lauralee Baoy</p> <ul style="list-style-type: none"> • Bachelor of Arts – Psychology • 3 years' experience as Youth Development Specialist <p>Zach Grace</p> <ul style="list-style-type: none"> • Bachelor's Degree – Biology • 4 years' experience as Youth Development Specialist • 3 years' experience as Youth Assistant <p>Gladys Pselio</p> <ul style="list-style-type: none"> • Bachelor of Arts – Sociology • 2 years' experience as Youth Development Specialist <p>Jordan Ragasa</p> <ul style="list-style-type: none"> • Bachelor of Arts – East Asian Studies • 1-year experience as Youth Development Specialist • 1-year experience as Community Outreach Coordinator (Kokua Kalihi Valley)
Youth Specialist	<ul style="list-style-type: none"> • High School diploma or equivalent • One-year relevant experience, preferred • Able to obtain acceptable background checks 	<p>Jayleen Jud-Pharmin</p> <ul style="list-style-type: none"> • AA Human Services • 10 years' experience at the Teen Program <p>Dean Viena</p> <ul style="list-style-type: none"> • AA General Studies/Psychology • 10 months' experience at the Teen Program • Misc. experience as youth coach/referee

Position	Minimum Position Requirements	Education and Experience of Incumbent Staff Members
Youth Intern	<ul style="list-style-type: none"> • Meets minimum Child Labor Law requirements • Is eligible for participation in PACT's Community Teen Program • No previous work experience required • Able to obtain background checks, if over 18 years of age 	<p>Jendayi Mauai</p> <ul style="list-style-type: none"> • High School Junior • Puuwai Momi Community Member • 6 months' experience at the Teen Program <p>2nd Position: To be hired</p>

Supervision and Training

PACT recognizes the importance of having a well-qualified, well-trained staff and places priority on creating access to appropriate supervision and training. Additionally, PACT understands the value of ongoing supervision. Regular and effective supervision often yields greater work productivity and quality of service.

PACT has implemented a competency-based management and leadership development program for all supervisors. PACT worked with the Butler Institute of the University of Denver's Graduate School of Social Work to customize its experiential, supervisory training for child welfare agencies for PACT supervisors. *Putting the Pieces Together* focuses on three areas of supervision – administrative, educational, and supportive supervision. Formal supervision occurs on a weekly basis, with informal supervision occurring as needed. Administrative and program staff have monthly meetings to ensure ongoing communication regarding agency and program operations. Supervision, which is carried out both formally and informally, is a time for guidance, coaching, acknowledgment and support. During formal supervision within the programs, the following areas are addressed:

- Salient client issues/concerns;
- Salient staff issues/concerns;
- Program accomplishments and operational challenges;
- Staff development/quality improvement tracking, monitoring, and assessment;
- Staff acknowledgements;
- Community networking;
- Program development;
- Facilities/equipment; and
- Budget concerns.

It is the policy of PACT to promote ongoing educational and in-service training opportunities for its staff as a means of endorsing life-long learning, assuring quality of services, and client satisfaction. All PACT employees are evaluated at three months after initial hire, at the end of the first year of employment, and annually thereafter.

Staff training and professional development plans are determined individually during annual performance reviews. The staff development program is designed to equip PACT

employees with the skills necessary to perform their jobs and to maintain the overall goals and objectives of their service component and the entire organization. Program staff are expected to be able to assess, plan, educate, and subsequently support the clients with services to reach their highest level of program participation and involvement, independent functioning, and self-determination. Staff are encouraged to participate in relevant conferences, workshops, trainings, and on-the-job in-service trainings. All staff complete a set of self-learning modules each year and new staff are required to participate in agency-level and program-level orientation during their first few months of employment.

2. Organization Chart

An agency-wide organization chart, that depicts the administrative management structure, lines of authority, and functions of the organization, is included in the attachments. The Board of Directors is ultimately responsible for the health and sustainability of the organization. The President and CEO is the chief professional officer has executive oversight of the Controller and Chief Development Officer. He reports to the Board, and is supported by the executive leadership team of the Chief Operating Officer, Chief Administrative Officer, Chief Development Officer, Vice President of Community Building Programs, Vice President of Intervention Programs, and Vice President of Early Education Programs. The Chief Operating Officer has executive oversight of the technology and contracts staff, and supervises the programs vice presidents. The Chief Administrative Officer has executive oversight of the Human Resources, Quality Assurance, Facilities, and Administration departments. The Chief Development Officer has executive oversight of the grants development, community outreach, and PR marketing functions.

The Teen Program organization chart (also included in the attachments) details the programs' staff positions and lines of supervision. This structure supports a team approach that promotes effective oversight of staff and interaction among staff from different sites and/or contracts, allowing them to share their skills and areas of expertise.

• Compensation

Current annual salaries of the top three PACT executives are as follows. All Board of Directors serve as unpaid volunteers.

• President and Chief Executive Officer	\$176,454
• Chief Operating Officer	\$148,284
• Chief Administrative Officer	\$124,163

VII. Other

1. Litigation

PACT has no litigation pending. If that changes, PACT will disclose and explain any pending litigation to which it is a party, including the disclosure of any outstanding judgment.

2. Licensure or Accreditation

PACT is fully accredited by the Council on Accreditation for Families and Children.

3. Private Educational Institutions

This grant will not be used to support or benefit sectarian or non-sectarian private educational institutions.


4. Future Sustainability Plan

PACT understands the limited nature of government funding. Should PACT be awarded a grant-in-aid for this initiative for fiscal year 2020, but not thereafter, PACT will seek continued support for the program from local and national foundations and county and federal sources. PACT has had a long-term presence in both the Kuhio Park Terrace and Puuwai Momi housing communities identified in this proposal and is committed to remaining there to provide youth development services. To do this, PACT will document, monitor, and analyze its implementation of services during fiscal year 2020 and identify programmatic areas for improvement and areas that seem to be successful. PACT will use the baseline data to improve on the program design of the initiative, use the data to include in grant applications and proposals to prospective funders, and to develop an educational piece to present to prospective service provider partners, businesses, and policy champions.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: Parents And Children Together - Community Teen Program

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	142,229		79,235	
2. Payroll Taxes & Assessments	20,125		11,133	
3. Fringe Benefits	25,814		16,317	
TOTAL PERSONNEL COST	188,168		106,685	
B. OTHER CURRENT EXPENSES				
1. Audit Services	700		250	
2. Contractual Services - Administrative	1,753		1,193	
3. Insurance	1,100		485	
4. Lease/Rental of Space	11,000			
5. Mileage	200		937	
6. Postage, Freight, & Delivery	50		60	
7. Publication and Printing	200			
8. Repair & Maintenance	900		360	
9. Staff Training	500		300	
10. Supplies	3,300		2,760	
11. Telecommunication	1,000		1,200	
12. Utilities	7,000			
13. Beneficiary Costs	2,000			
14. Administrative Costs	32,681		5,760	
15. Contractual Services - Subcontract			3,000	
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	62,384		16,305	
C. EQUIPMENT PURCHASES	2,000		2,000	
D. MOTOR VEHICLE PURCHASES	30,000			
E. CAPITAL				
TOTAL (A+B+C+D+E)	282,552		124,990	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	282,552	Mary Arakaki		792-9791
(b) Total Federal Funds Requested		Name (Please type or print)		Phone
(c) Total County Funds Requested	124,990			1/16/19
(d) Total Private/Other Funds Requested				Signature of Authorized Official
TOTAL BUDGET	407,542	Kim Gould, Chief Operating Officer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2019 to June 30, 2020

Applicant: Parents And Children Together - Community Teen Program

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Director	1.000	79,535	15.00%	11,930
Program Supervisor	1.000	51,732	30.00%	15,520
Youth Development Specialist	0.875	39,550	30.00%	10,382
Youth Development Specialist	0.875	39,550	30.00%	10,382
Youth Development Specialist	0.875	39,550	30.00%	10,382
Youth Development Specialist	0.875	39,550	30.00%	10,382
Youth Specialist/KPT	0.750	30,445	30.00%	6,850
Youth Specialist/PM	0.750	30,445	30.00%	6,850
Youth Intern/PM	0.375	22,068	100.00%	8,276
Youth Intern/KPT	0.375	22,068	100.00%	8,276
Parent/Community Coordinator	1.000	43,000	100.00%	43,000
				-
				-
				-
TOTAL:				142,229
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Parents And Children Together - Community Teen Program

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Desktop Computers	2	\$1,000.00	\$ 2,000	2,000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	2		\$ 2,000.00	2,000
JUSTIFICATION/COMMENTS: Replace aging staff computers.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
10-12 Passenger Van	1	\$30,000.00	\$30,000.00	30,000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$30,000.00	30,000
JUSTIFICATION/COMMENTS: To transport for activities, events, and between sites.				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Parents And Children Together - Community Teen Program

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS	Not Applicable					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND/OR GRANTS IN AID

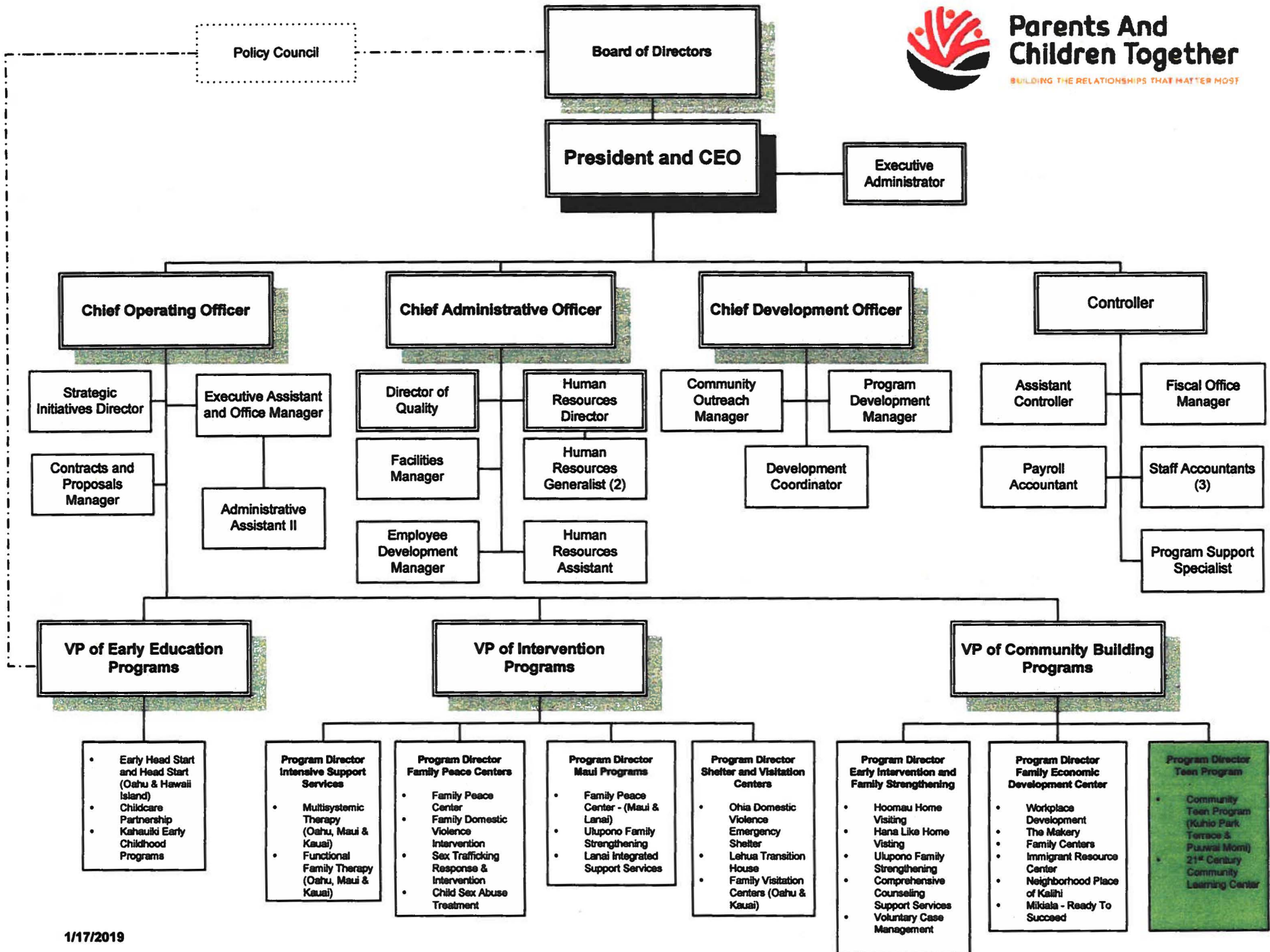
Applicant: Parents And Children Together – Community Teen Program

Contracts Total: \$1,888,559

1	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE	
2	Family Strengthening Through Vocational and Employment Services	1.1.2019-12.31.2019 with 3 consecutive 12-month extensions pending availability of funds	Department of Human Services-Benefit, Employment and Support Services Division	State	FY17	0
					FY18	0
					FY19	\$50,000
					FY20	\$100,000
3	Positive Youth Development Program: Kuhio Park Terrace	7.1.2018-6.30.2019 with 4 consecutive 12-month extensions pending availability of funds	Department of Human Services - Office of Youth Services	State	FY17	0
					FY18	0
					FY19	\$70,000
					FY20	\$70,000
4	Positive Youth Development Program: Puuwai Momi	7.1.2018-6.30.2019 with 4 consecutive 12-month extensions pending availability of funds	Department of Human Services - Office of Youth Services	State	FY17	0
					FY18	0
					FY19	\$70,000
					FY20	\$70,000
5	To Establish a 21st Century Learning Center Program	3.19.2015-6.30.2019	Department of Education	State	FY17	\$279,621
					FY18	\$260,269
					FY19	\$212,888
					FY20	0
6	Life Skills Program at Kuhio Park Terrace	COMPLETED 7.1.2014-6.30.2018	Department of Human Services - Office of Youth Services	State	FY17	\$99,000
					FY18	\$99,000
					FY19	0
					FY20	0
7	Life Skills Program at Puuwai Momi	COMPLETED 7.1.2014-6.30.2018	Department of Human Services - Office of Youth Services	State	FY17	\$68,000
					FY18	\$68,000
					FY19	0
					FY20	0

GOVERNMENT CONTRACTS, GRANTS, AND/OR GRANTS IN AID

8	After School Services for At-Risk Youth in Puuwai Momi	COMPLETED 10.1.2016-09.30.17	Department of Community Services	City & County of Honolulu	FY17	\$44,577
					FY18	\$39,752
					FY19	0
					FY20	0
9	After School Services for At-Risk Youth in Puuwai Momi	COMPLETED 10.1.2017-12.31.2018	Department of Community Services	City & County of Honolulu	FY17	0
					FY18	\$64,940
					FY19	\$41,084
					FY20	0
10	Community Teen Program at Kuhio Park Terrace	COMPLETED 7.1.2016-2.28.2018	Department of Labor and Industrial Relations: Office of Community Services	State GIA	FY17	\$86,760
					FY18	\$94,668
					FY19	0
					FY20	0





Community Teen Program

FTEs to be charged to this Proposal

