

**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:

Adult Friends for Youth (AFY)

Amount of State Funds Requested: \$ 431,097

Brief Description of Request (Please attach word document to back of page if extra space is needed):

AFY is requesting this grant to continue the Mobile Assessment Center (MAC) program. It is a diversion program for youth who commit status offenses on the Leeward Coast of Oahu. In collaboration with HPD and community connections, AFY will connect and refer youth to education programs and other services to improve their academic performance, build their self-confidence, and provide them with a pathway to future success.

Amount of Other Funds Available:

State: \$ \_\_\_\_\_

Federal: \$ \_\_\_\_\_

County: \$ \_\_\_\_\_

Private/Other: \$ \_\_\_\_\_

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 1,805,199

Unrestricted Assets:

\$ 743,164.41

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:

3375 Koapaka St., Suite B-290

City: Honolulu                      State: HI                      Zip: 96819

Contact Person for Matters Involving this Application

Name: Aaron Hare	Title: Grant Coordinator
Email: aaron@afyhawaii.com	Phone: 808-833-8775

Federal Tax ID#: [REDACTED]	State Tax ID# [REDACTED]
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*Deborah Spencer-Chun*

Deborah Spencer-Chun, President & CEO

*1/16/20*

Authorized Signature

Name and Title

Date Signed

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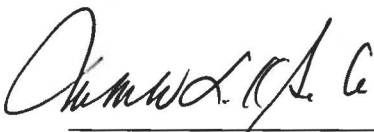
# **State GIA Fiscal Year 2021 Grant Application Proposal**

**Prepared by:  
Adult Friends for Youth**

## 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 (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - 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](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

DEBORAH L.K. SPENCER-CHUN,  
PRESIDENT & CEO

PRINT NAME AND TITLE

1/16/20

DATE

# **I. CERTIFICATIONS**

- 1. Certificate of Good Standing**
- 2. Declaration Statement**
- 3. Public Purpose**



## 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

#### ADULT FRIENDS FOR YOUTH

was incorporated under the laws of Hawaii on 12/08/1986 ; 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, 2020

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.

Adult Friends for Youth (AFY)  
(Typed Name of Individual or Organization)



(Signature)

1/16/20

(Date)

Deborah L.K. Spencer-Chun  
(Typed Name)

President and CEO  
(Title)

## **SECTION 42F-102: PUBLIC PURPOSE**

**(1) The name of the requesting organization or individual**

Adult Friends for Youth

**(2) The public purpose for the grant**

The creation of AFY's MAC will have a lasting, meaningful, and tangible impact on the communities that it serves by creating safer communities, assisting youth to be connected to services that best meet their needs, while also reducing the disproportionate minority contact in Hawaii's Juvenile Justice System.

**(3) The services to be supported by the grant**

This grant will continue AFY's pilot project, which curtails status offenders from reoffending and deters low-risk offenders from incarceration. The service activities include referrals, outreach, intake and assessment, admissions and orientation, service planning, case work and proper documentation, Redirectional Therapy, community connections, transportation, family strengthening, and case closure.

**(4) The target group**

AFY's target population consists of youth, male and female, between the ages of 8-17, who have committed status offenses and eligible first-time misdemeanors that are cited in HPD District 8, Kapolei/Waianae.

**(5) The cost of the grant and the budget**

The overall project will cost \$431,097. The total budget requested for the State Grant in Aid is \$431,097.

## **II. BACKGROUND AND SUMMARY**

- 1. A brief description**
- 2. Goals and objectives**
- 3. Public purpose and need**
- 4. Target population**
- 5. Geographic coverage**



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

Adult Friends for Youth (AFY) is a non-profit, 501 © (3) that began as a federal grant in 1984 and was incorporated in 1986. The agency strives to make schools and communities safer by reducing the violence of high-risk youth and motivating them to improve their academic performance by showing them that education is a pathway to future success and a better life.

*AFY's Mission is to Redirect lives to stop violence in order to strengthen family and community safety, while promoting well-being for all youth so that they can reach their full potential.*

Our goals are to stop youth violence, improve academic success, and stop the school to prison pipeline. AFY's therapeutic approach, Redirectional Therapy (RT) serves as the foundation for all AFY programs and services. It is a therapeutic intervention that is an adaptation of Carl Roger's Person-Centered approach and includes trauma-informed care and social emotional development curriculum aimed at improving coping skills. RT is a non-judgmental, field-tested, replicable counseling model that emphasizes academics as a path to stay away from violence and crime in order to build a better future. This in turn makes schools and communities safer places. AFY is the only agency that utilizes Redirectional Therapy as its foundation for assessment and outreach services. The RT process consists of 5 major stages: 1) community outreach, 2) youth engagement, 3) assessment, 4) RT counseling, and 5) mediation as needed.

The RT methodology first addresses the root cause/reason they were referred for services. Whether they are violent or runaways, there is always an underlying issue that precipitates the antisocial behaviors that we target. Once we address their underlying issues, we can then focus on improving their academic success. Education is the primary tool that AFY utilizes to create change within an individual. Education is also linked to long term health indicators such as a longer life, better jobs/higher earning, and reduced stress (VCU Center on Society and Health).

AFY conducts four programs to reach our goals:

### **In-School/Neighborhood Group Counseling Program**

Our In-School groups work with youth on campus during school hours. Our Neighborhood groups work with youth during out of school time (i.e. afterschool and during breaks) in their community. The program is designed and customized to target and stop violence, and increase academic performance in different age groups and age levels while encouraging prosocial and activity experiences. Weekly counseling sessions utilize a 32 lesson curriculum that help youth identify and define attitudes, values, and beliefs that support destructive behaviors that include violence and truancy. In addition to discussions, counseling sessions incorporate activities such as role plays, through which youth can visually see their negative behaviors and how they impact people around them. That helps the youth gain a sense of accountability and encourages restorative practices that involves understanding the negative consequences of their actions, empathizing with their victim, and taking steps to rectify their wrong. Ultimately, AFY tries to bring individuals into a group setting where they can accomplish more with the support of their peers. AFY is the only agency that works with high-risk/violent youth in their natural friendship groups. The reason being that peer influence is so powerful, in order to create meaningful change in one individual, their friends must be part of the process.

### PEARL Convention

The PEARL (Promoting Peace, Empathy, Acceptance, Love, and Respect) is AFY's annual anti-bullying and anti-violence convention that serves more than 4,000 elementary and middle school youth. Its purpose is to raise awareness about the severity of bullying and violence that occur on many school campuses and communities throughout Hawaii. PEARL also focuses on teaching youth how to address various degrees of bullying, including cyber-bullying, and where to go to find resolutions for these issues. The conveyed message of this convention is meant to be taken back by students and teachers to their respective classrooms and to be implemented within their everyday lives. It engages and inspires youth to reach out to their peers in a peaceful manner with empathy, acceptance, respect, and love.

Through 2019, AFY has conducted six Annual PEARL Conventions that have served over 20,000 participants. According to evaluation surveys, the percentage of students/teachers who felt the convention helped them better understand bullying and violence were:

- 97%/87% in 2017
- 98%/89% in 2018
- 96%/86% in 2019

### Mobile Education Center (MEC) Program

AFY has created the Mobile Education Center (MEC) to deliver education services on the island of Oahu and restore hope in our vulnerable youth. As Nelson Mandela quoted, "Education is the most powerful weapon which you can use to change the world." Thus the MEC will reconnect truant/chronically absent youth to educational pathways that will help them be contributing members of society. The goal of the MEC is to help youth complete an academic program either through traditional or alternative pathways to increase personal well-being, while simultaneously decreasing the propensity for youth violence in our communities. The Mobile Education Center helps to support the Mobile Assessment Center by accepting appropriate referrals for educational purposes.

The MEC was established in 2019. Since its inception, the MEC program has:

- Provided outreach services to 210 truant/chronically absent youth (185 active)
- 61 youth were connected/reconnected to an education program (40 traditional, 21 alternative)
- 88 youth received preventative services (i.e. credit recovery, tutoring)
- 9 youth were connected to an employment based program (i.e. American Job Center)

### Mobile Assessment Center (MAC) Program

AFY applies the same RT principles that have made our other programs successful to the Mobile Assessment Center (MAC). In partnership with the Honolulu Police Department (HPD), AFY has implemented a youth diversion program to keep status offending youth out of the juvenile justice system. According to HPD, in 2018 over 95% of status offenses that occurred in District 8 were runaways. When a youth commits a status offense, especially running away from home, it suggests something is wrong and they need help. Utilizing RT methodology, the MAC seeks to address the root cause of their issue to help create a healthier future for them. Once the root cause is addressed, the youth is connected to an educational, work development, or other program that best meets their needs, should the need exist. AFY's MEC program is a potential

referral for MAC youth due to its focus on education and its capability to reconnect the youth to their traditional DOE school or an appropriate alternative program. Through diversion and education, AFY prevents the cycle of incarceration and recidivism from occurring.

Diversion from the Juvenile Justice System is important to a youth's development. The Juvenile Justice System status offense process can take up to three months from the arrest to seeing a judge. The MAC significantly reduces the time between the arrest and first contact with the youth, and engages them in relevant programming in a timely manner. Also, when speaking to government officials or in the courtroom in front of a judge, youth and families are often reluctant to share information because they are afraid of getting themselves or their children into more trouble. That prevents proper assessment and the youth from getting the appropriate services they need to stop the devastating cycle of juvenile to adult incarceration. Instead, those youth and families would be more receptive to talking to an agency/program who acts outside of the criminal justice/government system, such as AFY's MAC program.

In August of 2019 the Mobile Assessment Center (MAC) launched. Within just five months, the MAC program and staff accomplished the following:

- Served 110 status offenders referred by HPD (23 youth received multiple citations)
- 51 Native Hawaiian youth (46% of all MAC youth) were served
- 30 youth were currently receiving services through community connections
- 27 youth received AFY services
- 27 youth successfully completed their cases

## **2. The goals and objectives related to the request**

This request is for AFY's Mobile Assessment Center. The MAC will make communities safer places for residents by outreaching to juvenile delinquents, addressing and healing the underlying issue(s) for their delinquency, and reinforcing education in their lives. The intervention will prevent their delinquent activity from escalating into criminal behavior which plague many of Hawaii's communities. The MAC program strives to create healthy and meaningful lives for high-risk youth that are referred through the Honolulu Police Department.

The MAC also aims to create new norms for youth. For many of the youth the MAC encounters, violence and running away from home are normal in their daily environment. As any AFY program, a goal of the MAC is to reestablish prosocial norms in the lives of youth and future generations. One individual who was a part of AFY's program many years ago was a violent gang member. Through the program he changed his behavior over time and now has children of his own who are attending college and excelling in life. Although the norms he grew up with included violence and criminal activity, he raised his family in a healthy environment with different norms, reestablishing prosocial norms for future generations.

Mobile Assessment Center (MAC) goals:

- 1) Provide intervention for youth cited for a status offense
- 2) Deliver mobile assessment services in a timely manner from the time the civil citation is issued until successful program placement, if a need exists

- 3) Assess, advocate on behalf of, and create an individualized service plan for youth
- 4) Match youth to needed services, such as education, job training programs, culturally-based services, mental health services, etc. based on their risk of reoffending
- 5) Identify and target issues of risk and need especially for moderate and high-risk youth
- 6) Address the disproportionate minority contact with law enforcement regarding overrepresented ethnic groups through culturally relevant programming
- 7) Provide Redirectional Therapy (RT) counseling to the highest risk youth in the form of:
  - a. Mobile Education Center (MEC)
  - b. In-School/Neighborhood Group Counseling
  - c. Individual Counseling
  - d. Ewalu Pule, which involves RT counseling services and continued community connection exposure with small cohorts within their communities
- 8) Use case planning to track, monitor, and advocate for youth
- 9) Collaborate with the Honolulu Police Department and community partners in the best interest of the youth
- 10) Increase the efficacy and effectiveness of services through reporting and documentation
- 11) Evaluate the process and progress of the program
- 12) Gather data for the purpose of improving services that we provide our youth

Mobile Assessment Center (MAC) objectives:

- 1) Serve 250-400 status offenders referred by HPD per year

Upon acceptance of the MAC program:

- 2) 90% of youth will receive the YASI Assessment
- 3) 90% of youth will be provided with a comprehensive service plan
- 4) 80% of youth will successfully complete the program
- 5) 65% of youth will not receive multiple citations or become incarcerated during the grant period

Notes:

- Native Hawaiian youth are overrepresented in citations received in the MAC program. Thus, AFY will make a conscious effort to reduce recidivism and incarceration rates for Native Hawaiian youth
- Program acceptance occurs once the parent/guardian signs the parent permission form
- Statistics relating to the objectives shall exclude denial of services

### **3. The public purpose and need to be served**

Public Purpose

In 2014, the Hawaii Juvenile Justice Working Group (HJJWG) was established to reduce the state's use of secure beds for low-risk juvenile offenders. The intent was to protect public safety; analyze Hawaii's data, policies, and practices; ensure positive outcomes for youth, families, and communities; and devise policies that would move Hawaii toward a more equitable and efficient juvenile justice system (Hawaii Juvenile Justice Working Group, 2013). The HJJWG Final Report revealed that considerable improvements in Hawaii's juvenile justice system have been made over the last decade, with arrest rates falling 28 percent and admission rates to the Hawaii

Youth Correctional Facility (HYCF) declining by 41 percent (Hawaii State Attorney General, 2011). The troubling news was that youth who were committed to HYCF stayed longer for misdemeanors, property crimes, drug and other non-violent offenses with no previous felony adjudications.

Effective alternatives have the potential to save the State of Hawaii hundreds of thousands if not millions of dollars as three-quarters of youth who leave HYCF are re-adjudicated or reconvicted within three years at an annual cost of incarceration at \$199,320 per bed. Adult Friends for Youth has a proven ability to redirect the long term behavior of high-risk youth from anti-social to pro-social behavior at a fraction of the cost of the Juvenile Justice System. The average annual cost of a youth who participates in an AFY program is \$4,500. Therefore, a cost-effective community-based program that will prevent high-risk youth from recidivism and facilitates educational development and growth is a superior option for all stakeholders versus a youth's engagement in the Juvenile Justice System. AFY's programs and services have an established history of improving the lives of youth from all risk levels, especially the highest risk youth. Early access to services for high-risk youth along with service matching assists in more cost effective approaches for Hawaii's youth. Support for diversion programs will strengthen Hawaii's Juvenile Justice System and engage youth in their community. The best way to prevent risky behavior is to help guide youth and provide opportunities for them to achieve their full potential.

The MAC, which is a civil citation program presents youth with early intervention services (community-based programs) rather than entry into the Juvenile Justice System and/or incarceration. It aims to identify, assess, and address the underlying issues causing the youth to act out as well as prevent future offenses. The youth at risk for reoffending will be connected to services that best meet their needs (i.e. mental health, counseling, and anger management). The intent of civil citation programs are to hold status offenders accountable for their actions without binding them with a juvenile criminal record.

#### Need

HPD District 8 has the highest number of status offenses in Hawaii. In 2018, 96% of the status offenses in that district were for runaways, and 33% of students in the Nanakuli-Waianae Complex were considered chronically absent, the highest percentage in the state (DOE). According to the Child and Adolescent Social Work Journal, "Youth who runaway report inconsistent attendance at school, including high rates of truancy, suspensions, expulsions, and dropping out." Also, "Running away from home once decreases the likelihood that a youth will graduate from high school by 10%" (National Runaway Safeline). There is a clear connection between status offenses (running away from home), truancy, and academic failure.

The trend in the United States is moving towards decriminalizing status offenses. According to the Major Cities Chiefs Association, a professional association of Chiefs and Sheriffs representing the largest cities in the United States and Canada, Honolulu is the only major city in the U.S. to still arrest youths for status offenses. Throughout the U.S. and Canada, status offenses are being viewed as social issues versus criminal behavior, and the evidence suggests that Hawaii should do the same.

The total number of Runaways on Oahu in 2018 was 2,008. Of those, 706 occurred in District 8, more than twice the number of any other District. The following numbers from HPD break down runaways by HPD Districts:

- District 1, Central Honolulu = 165
- District 2, Wahiawa= 191
- District 3, Waipahu = 247
- District 4, Kaneohe/Kailua/Kahuku = 251
- District 5, Kalihi = 321
- District 6, Waikiki = 18
- District 7, East Honolulu = 109
- District 8, Kapolei/Waianae = 706**

The following table shows the number of Status Offenses that have occurred in HPD District 8 from 2016-2018. These numbers show the continued need for a diversion program in District 8.

<b>District 8</b>	<b>Beyond Parental Control</b>	<b>Curfew Violation</b>	<b>Injurious Behavior</b>	<b>Runaway</b>	<b>Truancy</b>	<b>Total</b>
<b>2016</b>	7	12	9	671	57	756
<b>2017</b>	1	2	11	551	41	606
<b>2018</b>	2	0	8	706	21	737

**Disproportionate Minority Contact (DMC)**

AFY’s Mobile Assessment Center (MAC) also proposes to respond to Disproportionate Minority Contact (DMC) in Hawaii’s juvenile justice system. A disproportionately high representation of Native Hawaiian youth in Hawaii’s Juvenile Justice System is a reason for alarm (Umemoto et al., 2012). In District 8, Native Hawaiians were the ethnic group with the highest amount of arrests for status offenses in 2016 and 2017. In 2016, 169 Hawaiian youth were arrested for status offenses. In 2017, 159 Hawaiian youth were arrested for status offenses. While the total number of arrests decreased, there is still a disproportionate amount of Hawaiian youth that were arrested for status offenses displaying a need for intervention in that community.

According to Umemoto et al. (2012), “Native Hawaiians were found to be at a slight disadvantage at each decision point in the system, receiving a more severe intervention by the court. Status offense cases reflected this tendency toward more severe outcomes for Hawaiian Youth.” There is an overrepresentation of Native Hawaiian and Samoan youth in Juvenile Justice System (Umemoto et al., 2012). A study by the Department of the Attorney General on Hawaii Youth Correctional Facility recidivism examined youth in fiscal years 2005-2007. The study showed that in the City and County of Honolulu, 51.3% of those incarcerated at HYCF were Hawaiian or Part Hawaiian. There are not enough services available for Native Hawaiian Youth.

The Native Hawaiian Justice Task Force Report stated, “Preventative measures and programs for at-risk youth continue to be inadequately funded.” Native Hawaiian youth need to be deferred from incarcerations and referred to more community-based programs (Umemoto et al., 2012).

#### **4. Describe the population to be served**

AFY's target population consists of youth, male and female, between the ages of 8-17, who have committed status offenses and are cited in HPD District 8, which extends from Ewa to Makaha. The Office of Juvenile Justice and Delinquency Program (OJJDP) defines a status offense as, "A noncriminal act that is considered a law violation only because of a youth's status as a minor." This includes but is not limited to truancy, runaway, curfew violation, and being beyond parental control (HPD Annual Report, 2016). Status offenders from Police Districts other than District 8 will not be eligible for services under this proposal.

Since the launch of the MAC program, AFY has observed that many of our clients (youth and parents/guardians) are hard to find/do not want to be found and remain hidden moving from temporary shelter to shelter. They are resistant to services due to past trauma as a result of government encounters with entities such as HPD or Child Welfare Services (CWS), etc. These are families and youth who will not seek help on their own. Our outreach services utilize "persistent pursuit" to find families and youth who receive status offenses so we can offer them the services they desperately need. MAC staff go to homes, work places, etc. in order to make contact with referred youth. In one case, MAC staff were referred to a youth whose family was homeless and difficult to find (other programs were unable to locate them). Our staff was persistent and tracked their movement from shelter to shelter until we were finally able to make contact. Our services helped make a difference for this youth as they successfully graduated from an alternative education program. This is an example of how the MAC never gives up on finding a youth in need.

Data on the Waianae, Kapolei, and Campbell school areas, which make up HPD District 8 are presented below (Center on the Family):

The Waianae area consists of over 31,000 residents and includes the neighborhoods of Ma'ili, Makaha, Makua, Ka'ena, and Ulu Wehi.

- The proportion of young people from birth to age 18 is one of the highest in the state.
- Ranks poorly on many measures of child and family well-being, including unemployment, per capita income, children in poverty, child abuse rates, and school safety
- 60% of adolescents responding in this community reported neighborhood fights, graffiti, drugs, and crime
- High percentage of youths ages 16-19 who are not in school or working
- The estimated crime rate in Waianae is 4,121 incidents per 100k residents which is significantly higher than both state and national averages

The Kapolei area consists of over 25,000 residents and includes the neighborhoods of Kalaeloa, Ko Olina, Makakilo, and Pa lehua

- The per capita income is just below the state average
- More than one third of the population is under 20 years of age
- 21% identify themselves as Hawaiian or Part-Hawaiian
- The estimated crime rate in Kapolei is 3,742 incidents per 100k residents which is higher than both state and national averages

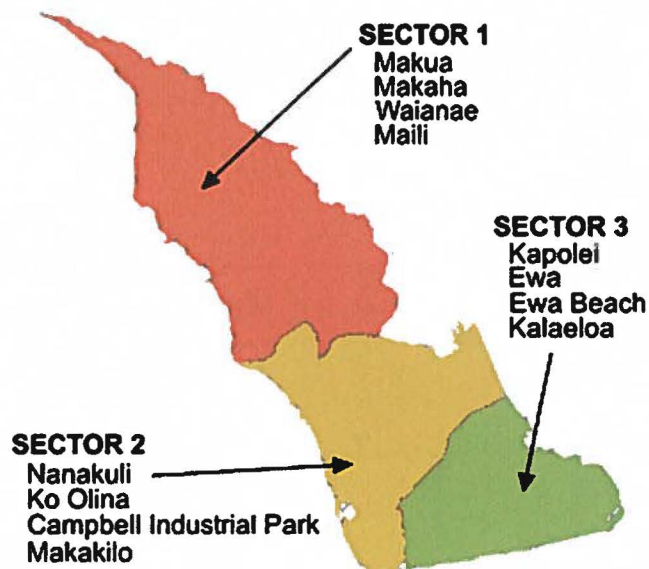
The Campbell area consists of 44,000 residents and includes the neighborhoods of Ewa, East Kapolei, Honouliuli, Ocean Pointe, West Loch, and parts of Iroquois Point and Waipahu.

- Their per capita income is in the bottom third of the state
- Almost 17% of the population identifies itself as Hawaiian or Part-Hawaiian
- A lower percentage of high school seniors plan to go to college and the educational attainment of adults over age 25 is lower than in most communities
- Almost 20% of the families in the Campbell area receive assistance through the Food Stamp Program
- Teachers and eighth graders gave poor marks to their schools for safety
- Almost two-thirds of the adolescents respond to a state wide survey reported unsafe neighborhoods and almost half reported weak neighborhood and family ties.
- The crime rate in the Ewa area is 3,699 incidents per 100k residents which is higher than both state and national averages

##### **5. Describe the geographic coverage**

The geographic coverage of District 8 encompasses Ewa to Makaha. According to the Honolulu Police Department, the area includes 128 square miles with approximately 38 miles of coastline. The geographic area of District 8 is second in size only to District 4, Kaneohe/Kailua/Kahuku. Even within District 8, transportation and accessibility to services are barriers because many families cannot afford vehicles. Even working families who do have transportation have limited time to travel to obtain services for their children. Therefore, the mobility of the program is a huge asset to the communities that it serves.

This figure identifies three major sectors associated with District 8 along with their respective neighborhoods:



The MAC will conduct program services (which are addressed in more detail in Section 3, Question 1) for youth who are cited for status offenses in HPD District 8. There are two main



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stations for District 8, Kapolei Police Station and Waianae substation. The MAC has the capability to reach out and meet the youth in their community at a place of their choice, where they feel comfortable. AFY has received funding to purchase and modify a MAC vehicle which will serve as a travelling office and therapeutic space for youth counseling and family services as needed, and will act as a “safe place” for youth. Based upon the youth’s risk level that is determined by a scientifically validated assessment tool, they will be referred to an educational and/or developmental program(s) that fit their needs, should the need exist. Every attempt will be made to ensure that referral or service activities are age, gender, developmentally, and culturally responsive to the youth.

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### **III. SERVICE SUMMARY AND OUTCOMES**

- 1. Scope of Work**
- 2. Timeline**
- 3. Quality Assurance**
- 4. Measures of Effectiveness**

## **1. Describe the scope of work, tasks, and responsibilities**

The scope of work, tasks, and responsibilities that are performed by MAC staff consist of the following activities:

### **Referral**

All status offense citations that HPD issues youth in District 8 will be automatically referred to AFY's MAC program. The decision to engage in MAC services will be made between AFY, the prospective youth, and his/her guardian or parent. All youth who receive status offenses in District 8 will be eligible to receive MAC services if they have parental/guardian consent. MAC staff will meet the youth and consenting parents/guardians at an agreed upon location and time of their choosing.

### **Outreach**

The process begins when youth are issued a civil citation by HPD. MAC staff will outreach to the youth's parent or guardian within two business days after the citation is received. In the outreach the MAC staff provides a persistent pursuit of youth and their families and works with a sense of urgency to provide essential services to youth to prevent their antisocial behaviors from escalating. We have a philosophical foundation that includes building trust and rapport as well as meeting youth in their environment. This permeates throughout the duration of the relationship between the youth and AFY. MAC staff are creative in their approach to outreach as they will search for youth/families at schools, homes, frequented community gathering places, and shelters, among others. It is critical that both the youth and the guardian must provide consent for participation in the program. Consent includes the signing of the following forms: Youth Release of Information, Audio and Video Taping Releases, Youth Profile, Consent to Participate in Services/ Waiver of Liability, and Agreement to Follow Up.

### **Intake and Assessment**

Once consent is given, all youths enrolled in the program will receive a thorough intake, which will be completed by MAC staff. During intake MAC staff provide youth with a background of our agency, details of the program and the work we do, expectations of participants, and answer any questions the youth may have. The approach used during the process will be warm, attentive, non-intrusive, and non-judgmental. MAC staff will engender accountability and motivation during intake by taking into consideration the individual's culture, age, gender, and emotional development. The intake process leads to the assessment.

The Youth Assessment and Screening Instrument (YASI) will be administered by MAC staff after the intake process has been completed. The YASI is an assessment/screening tool used to assess risk, need, and protective factors. The YASI was selected because it is the same instrument that is used by State of Hawaii Judicial/Family Court System which works with the same demographic of youth as the MAC. YASI specifications are briefly detailed below (Orbis Partners, 2017):

- Measures both risk and strengths in juvenile populations as well as other high-risk youth
- Measures protective factors to help caseworkers build on the strengths of youth to buffer the negative impact of risk

- Provides pre-screening functionality, critical for settings where triage based on risk principles is required
- Includes a case-planning component designed to help case workers identify and monitor the priority targets for behavioral change
- Produces results quickly and efficiently through web-based software that also guides the user through case plan development

### **Service Planning**

An individualized service plan is developed with the youth. The service plan is developed using the youth's own language through "talking story." A service plan contains measurable goals, timelines, and objectives. It addresses supports, interventions, and outcomes that will assist the youth in getting off the streets, succeed academically, stop any form of violence, and deter them from reoffending. The original copy is placed in the youth's record which is kept in a secure location. Upon request (and proper consent), a copy of the youth's service plan will be provided to the partnering community connections, if one exists.

As a youth progresses through the program, they may find that their current needs change and new needs arise. As such, service plans may be modified. In collaboration with MAC staff, youth will be fully involved in any decision making or planning that pertains to their service plan. AFY believes that in order for youth to change their behaviors they must be engaged in all aspects of the program and they need to want to change for themselves. Therefore they are a vital part of the planning process. Youth will be referred to another program/community connection or to AFY after proper intake and assessment is made.

Every attempt will be made to ensure that the service activity is age, gender, developmentally, and culturally relevant to the target population. Over the past 30 years, AFY's work with young women and men has taught us many lessons. Boys and girls think differently; they socialize in very different ways. Girl's acts of aggression tend to be covert. Girls and boys who use drugs are prone to stealing, fighting, and gang membership. The age of onset of delinquent behavior is later for girls than for boys. Girls usually develop antisocial behavior mainly during adolescence rather than earlier. These elements are important in delivering MAC'S services and activities.

### **Case Work and Proper Documentation**

MAC staff will continuously monitor and evaluate the progress of the youth's plans with community connections through casework when applicable. Meetings with community connections will assess the quality of community advocacy and outreach approaches as well as the identification of problems and interventions used to mitigate areas of concern. MAC staff will document each youth's progress from intake to closure. While MAC staff will monitor each youth's casework, they will not be responsible for services provided by other agencies. However, to best serve the youth, MAC staff will keep an open channel of communication with community connections in order to provide insight and experience if needed. All pertinent information will be securely stored in the program's data management system as well as in the youth's file.

### **AFY's RT Services**

AFY will accept the highest risk youth into its programs which consist of the MEC, individual counseling, in-school/neighborhood group counseling, and the Ewalu Pule program. The MEC will reconnect truant/chronically absent youth to educational pathways that will help them be contributing members of society. The goal of the MEC is to help youth complete an academic program either through traditional or alternative pathways to increase personal well-being, while simultaneously decreasing the propensity for youth violence in our communities. Group and individual counseling sessions help to redirect anti-social attitudes, values and beliefs through social learning where new skills are learned, practiced, and rehearsed.

The Ewalu Pule provides the highest risk MAC youth with the opportunity to receive counseling services in a group setting and allowing them to build relationships and support systems with peers who may be experiencing similar life experiences. When cases are closed, MAC staff continue to help youth achieve their goals. For example, MAC staff connected a youth to an additional program after successful completion of the Ewalu Pule in order for her to develop employment skills and opportunities.

### **Community Connections**

The MAC will connect eligible youth to appropriate resources that reduce the likelihood that youth will reoffend and prepare them to succeed moving forward (primarily through educational opportunities). The MAC program identifies Community Connections that provide youth with specialized services that address their individual needs. AFY will connect services as needed and has identified other partners who are committed to collaboration. Leveraging resources is important for the sustainability of the MAC. The partnering/possible partnering agencies include but are not limited to the following:

- City and County of Honolulu's DCS WorkHawaii Youth Program
- Waianae Intermediate School Truancy Court
- Oceanit's Coding Classes
- Purple Mai'a
- Various schools of the Department of Education
- Waipahu Community School for Adults
- Weed and Seed Hawaii
- Youth Challenge
- Liliuokalani Trust and their contracted partners (i.e. Kupu and The Institute for Native Pacific Education and Culture (INPEACE))
- The Family Tree Project
- Mental Health America of Hawaii
- Hawaii State Department of Health
- Boys and Girls Club
- Honolulu Community Action Program (HCAP)

All referrals will be based on the outcome of the YASI and position youth for successful deterrence from the juvenile justice system. It must be stressed that service utilization will be made in the most judicious, cost-efficient, and cost-conscious manner.

MAC staff will also provide critical information about the laws, juvenile justice system, and community resources based on the case plan. MAC staff will work with youth in District 8 to seek out resources and advocate for new services when they are non-existent. MAC staff will advocate on behalf of the youth in order to secure the necessary resources to achieve the goals and objectives identified in the case plan. The proposed program establishes a strong collaborative and integrated approach to outreach and advocacy for youth.

AFY also proposes to meet with stakeholders from MAC's respective communities to support networking and understanding the needs of the targeted population. We look forward to continue working with our partners and engaging in collaborative efforts that ultimately serve to benefit entire communities and their residents.

Key stakeholders need to work together to develop a coordinated strategy(s) to effectively utilize resources to provide positive learning and development opportunities for youth to break the cycle of juvenile and adult incarceration. AFY has bridged communication gaps that existed between stakeholders in order to effectively service youth. Meetings that we have held served to improve methods for reporting/tracking runaway youth between HPD and Youth Challenge, and brought HPD, Office of Youth Services, Family Court Probation, and Child and Family Services to the same table when prior they did not communicate with each other.

Meetings with appropriate collaborators and community connectors (i.e. Honolulu Police Department, Hawaii State Department of Education, the City and County of Honolulu's DCS WorkHawaii Youth Program, Liliuokalani Trust, Waianae Intermediate School Truancy Court, and other partners) will help ensure that the program is developmentally appropriate, gender specific and culturally responsive to meet the needs of targeted youth. A formalized agreement will be established between AFY and community connections that provide support services.

### **Transportation**

A defining characteristic of the MAC is that it is a mobile program and can meet clients at a location of their choosing, improving access to a population that desperately needs services and are often unable to travel to get it. AFY has three insured 15 passenger vans and is in the process of purchasing a MAC vehicle to help transport youth and their families to their initial referral meeting with community connections, and to other service providers if a need exists. MAC staff will work with youth (and their families) to identify the modes of transportation (bus, carpooling, etc.) to support ongoing participation in service activities. MAC staff will also assist to help youth apply for eligible programs that may provide bus passes and other modes of transportation.

### **Strengthening Families**

MAC staff may also provide family strengthening (outreach, phoning and emailing parents/guardians, home visits, and language translation services). One of AFY's philosophical principles is, "Children are capable of influencing their families." The precept "a child will lead them" has therapeutic value. It implies that as children change, they influence changes in their families and the world around them. As parents begin to see the child in a positive light (i.e. as capable and with admirable qualities), the child begins to see him/herself that way as well and performance improves accordingly. Parents and teachers subsequently feel better about themselves and are more likely to work harder on behalf of the child. In-house and contracted

family strengthening activities will result in engaging families through improved communication, wrap around family services, and parental involvement. Family services will be provided as needed.

**Case Closure**

Closure of a case will end with the youth successfully completing the program. However, at times youth cases may be closed prior due to 1) unwillingness to participate, 2) non-compliance, 3) inconsistent participation in the program, 4) disruptive behavior that leads to the non-compliance of other youth and 5) parent refusal. In other rare cases probationary status (felonies) and youth residing in treatment facilities will prevent youth from receiving services.

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

**Mobile Assessment Center (MAC) Timeline**

After receiving citations from HPD, the table below shows ongoing services that are chronologically executed for each case with their respective timeframes.

	<b>Service Outcome</b>	<b>Timeframe</b>
1	Initial Parent/Guardian Contact	2-3 business days
2	Outreach, Intake, and Assessment*	1 week-2 months
3	Service Planning – Individual Plan	1 week-1 month
4	Monitoring/Follow-Up**, Case Work, and Proper Documentation	Throughout
5	AFY RT Services	Throughout as needed
6	Case Closure <ul style="list-style-type: none"> <li>• Successful Completion</li> <li>• Non Compliant</li> <li>• No initial contact</li> </ul>	1 week-2 months <ul style="list-style-type: none"> <li>• 1 week</li> <li>• 1 month</li> <li>• 2 months</li> </ul>

\* Dependent on youth and/or parent/guardian’s availability and receptiveness

\*\* Dependent on length of community program and youth progress in program

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

In order to provide the best service possible to MAC clients, quality assurance is of key importance to AFY. The quality assurance process for the MAC is designed to ensure compliance with all administrative and fiscal aspects of the contract. The quality assurance process evaluates delivery of services, adherence to the company mission, staff implementation of evidenced-based practices, utilization of services, service outcomes, and numerous other areas to ensure the provision of quality care.

Each week the Administrative Team (President, Vice President, Director of Redirectional Services, Assistant Director of Redirectional Services, and the Director of Operations and

Special Programs) along with all MAC staff conduct a formal meeting where they: 1) review and analyze new cases, 2) provide updates on existing cases/record review, 3) develop strategies to address higher risk clients, and 4) Reassess program implementation to identify better ways to serve our clients. The goals of those meetings are to improve the services AFY provides through the MAC, record keeping, and feedback mechanisms. AFY subcontracts with the City and County of Honolulu's DCS WorkHawaii Division to continuously manage and update data from the MAC program for analysis and quality assurance purposes.

Output and Outcome Measures and Performance Indicators: AFY provides for regular measurement, reporting, and analysis of well-defined output, outcome measures, and performance indicators of its delivery system. AFY proposes to track a number of output and outcome measures and performance indicators, which are described below:

Monthly, Quarterly, Annually

- Number of youth cited annually for status offenses in District 8
- Number of youth receiving civil citations and referred to MAC
- Number of youth admitted into the MAC
- Status of youth in the program monthly, quarterly, and annually
- Average time from being issued the civil citation to getting parent permission for acceptance into program (intake)
- Total youth referred to subcontracting community connections that month, quarterly, and annually.
- Total youth referred to other community connections that month, quarterly, and annually
- Total number of unduplicated youth that month, quarter, and year
- Fiscal report for the quarter and year

Other Statistics:

- Youth demographics.
- Youth criminal history.
- Number of youth who dropped out of the program.
- Number of youth who completed program services

- 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.**

AFY internally audits quality indicators in the areas of Program Effectiveness. AFY uses the results of these measurements for improvement of its programs and activities through the Quality Assurance Plan and through the Continuous Quality Improvement process. In order to facilitate the implementation of MAC, AFY will work closely with the State and Contractor in developing



and refining outcomes, program targets, and milestones during the term of the contract. An outline of this process is described below, but is not limited to the following:

Effectiveness

Primary Objective: Stop status offending youth from reoffending and deter low-risk offenders from incarceration

Measure: Number of youth not receiving multiple citations or being incarcerated

Timeline: Monthly, quarterly, annually

Instrument: Arrest and re-arrest records

Obtained by: MAC staff/HPD

Milestones: Serve 250-400 status offenders referred by HPD  
Upon acceptance of the MAC program:  
90% of youth will receive the YASI assessment  
90% of youth will be provided with a comprehensive service plan  
80% of youth will successfully complete the program;  
65% of youth will not receive multiple citations or become incarcerated

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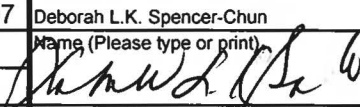
## **IV. FINANCIAL**

- 1. Budget request by source of funds**
- 2. Personnel salaries and wages**
- 3. Equipment and motor vehicles**
- 4. Capital project details**
- 5. Government contracts, grants, grants in aid**

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Adult Friends for Youth

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	183,630			
2. Payroll Taxes & Assessments	21,705			
3. Fringe Benefits	24,511			
<b>TOTAL PERSONNEL COST</b>	<b>229,846</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance	11,812			
3. Lease/Rental of Equipment	1,400			
4. Lease/Rental of Space-includes utilities, parking, etc.	37,326			
5. Staff Training - YASI Assessment	2,000			
6. Supplies - Office & Program	11,576			
7. Telecommunication	4,962			
8. Utilities (included in Rent)				
9. Contractual Fees	9,716			
10. Conferences & Meetings	1,000			
11. Equipment & Furnishings	1,919			
12. Vehicle Maintenance & Repair	4,953			
13. Travel - Local - includes gas, non office parking, etc.	4,587			
14. Subcontracted Centralized Data Center	30,000			
15. Subcontracted Community Connections - Youth Services	80,000			
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>201,251</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>431,097</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	431,097	Deborah L.K. Spencer-Chun      808-833-8775		
(b) Total Federal Funds Requested		Name (Please type or print)      Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official      1/16/2020      Date		
<b>TOTAL BUDGET</b>	<b>431,097</b>	Deborah L.K. Spencer-Chun, President & CEO Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Adult Friends for Youth

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Special Programs Coordinator	1	\$33,000.00	40.00%	\$ 13,200.00
Redirectional Specialist	1	\$36,000.00	30.00%	\$ 10,800.00
Redirectional Specialist	0.6	\$21,600.00	30.00%	\$ 6,480.00
Redirectional Specialist	1	\$36,500.00	30.00%	\$ 10,950.00
Redirectional Specialist	1	\$40,000.00	20.00%	\$ 8,000.00
Redirectional Specialist	1	\$38,500.00	40.00%	\$ 15,400.00
Redirectional Specialist	1	\$38,000.00	40.00%	\$ 15,200.00
Redirectional Specialist	1	\$44,000.00	35.00%	\$ 15,400.00
Redirectional Specialist	1	\$44,000.00	40.00%	\$ 17,600.00
Director of Redirectional Services	1	\$71,000.00	30.00%	\$ 21,300.00
Director of Operations and Special Programs	1	\$56,000.00	40.00%	\$ 22,400.00
President & CEO	1	\$100,000.00	15.00%	\$ 15,000.00
Grant Coordinator/Program Developer	1	\$39,000.00	10.00%	\$ 3,900.00
Administrative Assistant/ Program Support	1	\$40,000.00	20.00%	\$ 8,000.00
<b>TOTAL:</b>				<b>183,630.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: \_\_\_\_\_

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: \_\_\_\_\_

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

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

App

**Adult Friends for Youth (AFY)**

Contracts Total: 780,000

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	State GIA DHS-19-OYS-933	7/1/2018-2/29/20	Dept. of Human Services	Honolulu	400,000
2	State GIA DHS 20-OYS-030	3/1/20-12/31/20	Dept. of Human Services	Honolulu	380,000
3					
4					
5					
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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
  - b. Personnel salaries and wages
  - c. Equipment and motor vehicles
  - d. Capital project details
  - e. Government contracts, grants, and grants in aid
  
2. **The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$107,774.25	\$107,774.25	\$107,774.25	\$107,774.25	\$431,097

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.**
  - a. City and County of Honolulu GIA
  - b. Ewa Beach Community Grant
  - c. Liliuokalani Trust
  - d. Women’s Legal Fund of Hawaii
  
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 the fiscal year 2021 for program funding.**
  - a. City and County of Honolulu GIA (Fiscal Year 2020)
  - b. City and County of Honolulu GIA (Ended in Fiscal Year 2019)
  - c. State of Hawaii GIA (Fiscal Year 2020)
  - d. State of Hawaii GIA (Fiscal Year 2019)
  - e. State of Hawaii GIA (Fiscal Year 2018)
  - f. Office of Youth Services (OYS) Outreach & Advocacy Grant (Active Fiscal Years 2020 and 2021)
  - g. Office of Youth Services (OYS) Outreach and Advocacy Grant (Ended Fiscal Year 2019)
  - h. Office of Youth Services (OYS) Truancy Grant (Ended Fiscal Year 2018)
  - i. Community Development Block Grant (Ended Fiscal Year 2019)
  - j. City and County of Honolulu Department of the Prosecuting Attorney (Ended Fiscal Year 2019)



- k. Hawaii State Department of Education (DOE)
  - i. Farrington
  - ii. Waipahu
  - iii. McKinley
  - iv. Kaimuki
  - v. Kapolei
  - vi. Stevenson
  - vii. Waianae

**6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019**

The balance of AFY's unrestricted current assets as of December 31, 2019 were \$743,164.41.

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## **V. EXPERIENCE AND CAPABILITY**

- 1. Necessary Skills and Experience**
- 2. Facilities**

- 1. Necessary skills and capabilities - 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.**

AFY's MAC program has the necessary skills, abilities, knowledge, and experience to divert youth from entering the juvenile justice system and to connect them with services (i.e. educational programming) to help create a healthy, meaningful, and successful future for the youth.

### **Capabilities**

Adult Friends for Youth has been providing group and individual counseling, assessments, crisis intervention, mediations, and community outreach to high-risk youth since its inception in 1986. Over time AFY has worked with approximately 70 gangs (40 of which no longer exist) and thousands of high-risk youth successfully carrying out its mission. In 2008, Mental Health America of Hawaii presented AFY with the Outstanding Community Mental Health Agency Award for its "pioneering therapeutic approach in the field." AFY also has a history of providing or connecting youth with educational programming. During the 20 years that AFY conducted its C-BASE (alternative education) program, over 300 high-risk youth received their diploma.

2019 Results from AFY's Counseling Program which utilizes Redirectional Therapy for its services were:

- 448 clients received AFY Counseling Program services (430 remained active).
- 97% of youth who participated in the AFY Counseling Program refrained from violence
- 78% graduated from high school/alternative education program or were promoted to the grade next level

### **Experience**

President-CEO Deborah Spencer-Chun, Vice President McKay Schwenke, Director of Redirectional Services Malakai Maumalanga, Asst. Director of Redirectional Services Siutiti Takai, and Director of Operations & Special Programs Lisa Tamashiro make up the administrative team at AFY. Combined, they possess over 90 years of social work experience targeting high-risk youth with AFY. AFY's administration is responsible for hiring and training all staff, specialists, and support. They have established a standard of performance for which all staff must reach and maintain. This ensures the quality of AFY's services remain consistent across youth and time.

Members of AFY's administrative team have gained recognition for their work with high-risk youth. The President Emeritus and the current President & CEO have co-authored two books that examine RT and its real-world application to therapeutic prevention/intervention with high-risk youth. Spencer-Chun has received multiple awards for her work with at-risk and high-risk youth. In 2015, she made Hawaii Business Magazine's 20 for the Next 20 list for her past contributions to Hawaii and her expected impact over the next two decades. In 2017, she was

recognized as a Honolulu Community College Distinguished Alumni for her dedicated work to youth services and stopping violence in the community. In 2019, she was awarded HPD's Citizen of the Year honor. In 2015, AFY's Director of Redirectional Services made Pacific Business News' 40 under 40 List for his dedication to working with violent and high-risk youth.

### **Related Projects and Contracts**

AFY's experience and capabilities are evidenced in our past and existing contracts for truancy reduction, violence interruption, case management, counseling, alternative education, and outreach programming to vulnerable, high-risk, and homeless youth. AFY has received funding from multiple sources, such as government entities, private individual donors, fundraising, and private foundations to enhance school and community safety over the past 30 years of service to the State of Hawaii. AFY possesses the necessary experience to provide an effective Mobile Assessment Center to status offenders as our current work extends into numerous communities ranging in geographic area from Kaimuki to Makaha Coast.

AFY's proven work is demonstrated through the Outreach & Advocacy Grant (O&A) (Contract DHS-16-OYS-605) from the State of Hawaii, Office of Youth Services (OYS) which was active from 2016-2019. All of the milestones were exceeded during the project period. Ninety three percent (93%) of youth remained crime free, and also demonstrated improvements in their pro-social behavior and/ or social competence. Finally, 87% of youth increased educational competence by advancing to the next grade level.

AFY also showed success through the City & County GIA (Contract # CT-DCS—1600241) that was active from 2017-2019. The intention of the grant was to provide Redirectional Therapy to youth who are at risk from dropping out of school and commit acts of violence. Ninety-three (93%) percent of targeted students reduced violence, while ninety percent (90%) graduated or advanced to the next grade level. AFY collaborated with the Institute for Human Services and the Hawaii Lodging and Tourism Agency to provide outreach services for homeless youth in the Kakaako/Waikiki area.

AFY's MAC program is currently on its second year contract. In 2018, and 2019 AFY was awarded a State GIA grant (DHS-19-OYS-933, DHS-20-OYS-030) in order to pilot the MAC program on the Leeward Coast of Oahu. Through this grant, much work has been accomplished (i.e. establishing appropriate connections and processes with HPD, identifying appropriate community connections for referral services, and obtaining and customizing a MAC to provide the necessary services).

In 2019, AFY was granted funding by Kaiser Permanente for the purchase and retrofitting of a specialized MAC Vehicle that will be used to travel throughout the Leeward Coast to provide services to status offending youth in those communities. The program vehicle improves the accessibility to much needed services for high-risk youth from that area who would not otherwise be able to receive services due to a lack of reliable transportation. The vehicle will serve as a traveling office and therapeutic space for youth counseling and family services as needed.

AFY has received other grants from organizations in the State of Hawaii that have contributed to the same or similar goals as the State GIA, including but not limited to:

- Liliuokalani Trust
- First Hawaiian Bank Foundation
- Atherton Family Foundation
- Women's Fund of Hawaii

**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.**

#### Office

AFY's corporate office is located at 3375 Koapaka Street, Suite B290, Honolulu, HI, 96819. AFY's corporate office is used to conduct administrative business as well as to host youth for service related activities in a private and secure setting. The office facility has accessible parking and is positioned close to several major bus lines providing maximum access for the majority of youth and their families. AFY's office is an environment where everyone is welcome, allowing both staff and youth of diverse backgrounds to feel safe and respected. One of AFY's philosophical principles as an agency is that we provide our youth, their families, their guests, our stakeholders, etc., with an environment that is genuine, caring, and nurturing.

AFY's Office possesses:

- Private and confidential space that provides "Safe Places" for group and individual services including counseling
- Computer based services for youth to support their academic or other needs (computers, laptops, printer/scanner, Wi-Fi, etc.)
- 5 private parking spaces in addition to ample public parking
- Disability Access (ADA approved)
- A central location with access to bus routes/public transportation
- Private restrooms
- Kitchen facilities

#### Vehicles

One of strengths of the MAC program is its mobility and the ability to travel to meet youth and their parent/guardian in their community where it is convenient and they feel safe/comfortable. Through the C-BASE program AFY learned that one of the biggest barriers preventing youth from receiving services is accessibility, or the lack thereof. In order to conduct MAC services AFY has three company vans and a company car (all sufficiently insured with respect to required coverage amounts). Company vehicles are used to transport youth to service related activities. Time spent traveling in the vehicles are also used to communicate with the youth for outreach (building rapport and trust) and assessment purposes. During the time spent traveling youth often become very relaxed and comfortable with MAC staff and open up to them.

Vehicles include:

- Three 15 seat passenger vans
- One MEC vehicle
- One smart car
- A MAC vehicle in the process of being developed

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### Public and Private Locations

Upon receiving a youth's status offense citation from HPD, MAC staff contact the parent/guardian within two business days. At first, many youth and parents/guardians are skeptical of the MAC program because of their unfamiliarity with the diversion process, and their prior experiences with other programs/services. Initial visits are often conducted in public locations such as a community McDonalds where they feel comfortable. As the client feels more comfortable with the program private locations (i.e. Waianae Community Complex) are utilized for services. Private locations provide space where services can remain confidential.

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## **VI. PERSONNEL: PROJECT ORGANIZATION AND STAFFING**

- 1. Proposed Staffing**
- 2. Organization Chart**
- 3. Compensation**

## **1. Proposed staffing, staff qualifications, supervision, and training**

AFY's skilled and experienced administration has the ability to identify, hire, train, and retain qualified Redirectional staff. The evidence is in the fact that over the past 33 years AFY has implemented Redirectional Therapy services and outreach to high-risk youth with no break or interruption in services provided. Staff retention at AFY is critical in order to provide consistent services and a stable environment for high-risk youth to develop and thrive. As stated previously, AFY's five administrative staff have been with AFY for over 90 combined years providing a stable foundation for the agency and the services that it offers to high-risk youth.

### **Proposed Staffing**

Proposed staffing for this program include administrative staff, MAC staff, and support staff. The administrative staff are comprised of: Deborah Spencer-Chun – President and CEO, Mckay Schwenke – Vice President, Malakai Maumalanga – Director of Redirectional Services, Siutiti Takai – Asst. Director of Redirectional Services, and Lisa Tamashiro – Director of Operations and Special Programs. AFY's administrative team are also experienced at providing direct services and do so as needed. Director of Operations and Special Programs, Lisa Tamashiro leads the MAC team and conducts direct services. She trains and supervises all MAC staff to ensure that the services AFY provides its youth are consistent and effective. As stated, all administrative staff will conduct direct services as needed.

The administrative team provides oversight to all MAC staff who will provide direct services to youth. MAC staff responsibilities include receiving referrals from HPD; outreach services to meet the youth after they are apprehended; communicate with youth and families for the purpose of intervention; obtain consent for services and evaluation; conduct assessments; develop action plans in partnership with participants; determine appropriate community connections to supportive programs or activities; and follow up with youth and families on the progress on their action plan until the case is ready to be closed successfully or unsuccessfully.

The total number of program staff assigned, based on FTE (full-time employee) scale, to the program is 4.2. There is one Executive Assistant for this grant, Nicole Hori, who provides clerical, fiscal, and administrative duties at AFY. There is also one Grant Coordinator, Aaron Hare, and an Assistant Grant Coordinator Jacqueline Espejo who conduct research, prepare the grant applications for continued support of programs, and compile grant-related performance reports.

### **Staff Qualifications**

Please see staff resumes at the end of Section VI.

### **Supervision and Training**

AFY's administrative staff will be responsible for the supervision of MAC staff and support staff. Training meetings are conducted weekly when staff can discuss specific issues and cases. Case discussion can include comments from colleagues, police officers and supervisors, regarding how a case was conducted and what improvements could be made. Trainings are also conducted in one-on-one meetings between the MAC staff and a supervisor/administrator. Other



training from third parties include restorative justice, trauma informed care, and culturally responsive approaches to youth development.

**2. Organizational Chart**

Please see Organizational Chart at the end of Section VI.

**3. Compensation – The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.**

**Highest Paid AFY Officers**

President & CEO - \$100,000

Vice President - \$73,000

Director of Redirectional Services - \$67,000

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## **Resumes**

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# Deborah L.K. Spencer-Chun

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## Education

1990-1993: Masters of Social Work (MSW), University of Hawaii, Manoa, Honolulu, HI

1987-1990: Bachelors of Social Work (BSW), University of Hawaii, Manoa, Honolulu, HI

1983-1985: Associates of Arts (AA), Honolulu Community College, University of Hawaii, Honolulu, HI

1981: Graduate of Farrington High School, Honolulu, HI

## Professional Experience

July 2007-Present: President and C.E.O., Adult Friends for Youth, Honolulu HI

- Directly supervises directors and administrative staff
- Oversees clinical supervision for clinicians
- Manages fiscal matters
- Implements board policies
- Serves on all official committees
- Supervises C-BASE instructor
- Oversees the C-BASE program
- Maintains communication with clinical staff and board of directors
- Over 20 years of experience providing direct services to clients served by agency

## Other Professional Experience

- 1988-2007: Senior Master Practitioner (Group counseling services for male youth gangs as whole entities which included mediation between individuals, rival gang members and other violent youth)
- 2002-2009: Clinical Competency Based (CBASE) Alternative Education Director and Teacher (Supervised and taught the alternative education program for high risk youth) Adult Friends for Youth, Honolulu, HI
- 1996: Part-time Graduate Instructor-SW 707 Methods of Group Psychotherapy University of Hawaii, Honolulu, HI Spring
- 1995-Present: Practicum Instructor Adult Friends for Youth conjunction with the University of Hawaii, Hawaii Pacific University and Chaminade University, Honolulu, HI

## **Professional Presentation Experiences**

- March 2017: Morning co-keynote speaker ECET2 (Elevating and Celebrating Effective Teaching and Teachers)
- July 2015: Hawaii State Department of Education (DOE) Safety, Security and Emergency Preparedness conference (Building relationships with high risk reach students)
- May 2013: Youth Violence and Gang Prevention: Creating Safer Communities by the Coalition for Drug-Free Hawaii and Department of the Attorney General, Honolulu, HI
- March 2012: Forum on Human Services and Juvenile Justice, Honolulu, HI
- March 2012: Institute on Violence, Abuse and Trauma, Honolulu, HI
- September 2011: Institute on Violence, Abuse and Trauma, San Diego, CA
- March 2010: Institute on Violence, Abuse and Trauma, Honolulu, HI
- February 2009: Rotarian Foundation Leadership Conference, San Jose, CA
- February 2009: Models for Change, Tacoma, WA
- April 2008: National Associate of Pediatric Nurse Associates and Practitioners, Honolulu, HI
- April 2008: Preventing, Assessing and Treating Childhood and Adult Trauma, Honolulu, HI
- 2001: Highway Traffic Safety Forum, Adolescent and young Adult High Risk Drivers, Honolulu, HI
- 1998: Child Welfare League of America, Troubled Youth Conference, Snowbird, UT
- 1997: Keynote Speaker, Utah Gang conference, Salt Lake City, UT
- 1994: National Resource Center Conference, Little Rock, AR

## **Volunteer Experience**

- 1987-1988: Adult Friends for Youth Honolulu, HI
- 1987: Children and Family Services Group Home Honolulu, HI (Intern Student)
- 1986-1987: Big Brothers and Sisters of Hawaii Honolulu, HI (Big Sister)

## **Member Affiliations**

- 2017-Present: Status Offense Reform Working Group
- 2014-Present: Juvenile Justice Oversight Advisory Council
- 2013-Present: Family Reunification Working Group
- 2012-Present: Co-Leader of Collective Impact At-Risk Youth Group (A Private/Public sector venture of Kui Kupa'a)
- 2012-Present: Hui Kupa'a Leaders Work Group
- 2012-Present: Kuhio Park Choice Neighborhood Initiative
- 2009-Present: Keiki Caucus

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## **Publications**

- 2011: Co-authored: Turning it Around: Redirectional Therapy, Vantage Press
- 1996: Co-authored: Toward a Gang Solution: The Redirectional Method, National Resource Center for Youth Service

## **Awards**

- 2015: 20 for the Next 20 Hawaii Business Magazine
- 1999: Awardee of Three Outstanding Young Persons Award, Hawaii Business Jaycees

# McKay Max Schwenke

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## Education

June 1989: Bachelors of Science (BS), Brigham Young University, Hawaii Campus

## Professional Experience

2007-Present: Vice President, Adult Friends for Youth, Honolulu HI

- Supervises administrative staff
- Trained in the Redirectional Therapy as a Program Specialist and Master Practitioner for over 16 years before being promoted to Vice President
- Provides staff instructions
- Serves as a Liaison to the community
- Works directly with clients
- Establishes and maintains relationships with organizations that are relevant to addressing gang violence, victimization, and bullying
- Provides direct training and support to C-BASE Instructor
- Oversees C-Base program

1991-2007: Master Practitioner, Adult Friends for Youth, Honolulu, HI

- March 2005: Developed the first Adult Friends for Youth Aloha Youth Rugby “7-aside Rugby Tournament” to help unify communities and youth through rugby
- 1997-Present: Field Instructor for Adult Friends for Youth in conjunction with the University of Hawaii, Honolulu, HI

1983: Recreational Coordinator for the Polynesian Cultural Center’s Employee Recreation Division

- Organized and Coordinated Departmental sporting competitions for the center’s 1,200 employees

1982: Head Coach for Western Samoa’s National Women’s basketball team at the South Pacific Games

- Competed against national teams from Guam, Tahiti, Fiji, American Samoa, New Caledonia, Papua New Guinea, Tonga, and New Hebrides

## Other Professional Experience

- 1996: Contributor to the book, “Toward a Gang Solution” The Redirectional Therapy (National Resource Center for Youth Services, University of Oklahoma, Tulsa)

- 1989-1990: Health and Physical Education Teacher at Kayanta HS, Arizona
- 1988: First International Rugby Board Trainer of Referees from Hawaii
- 1988-1989: Head Rugby coach at BYU- Hawaii
- 1986-1989: Dance performer at world famous Polynesian Cultural Center. Performing in Samoa, Maori, Fijian, and Tongan sections of the show
- 1984-1986: Strength and weight training coordinator for BYU-Hawaii rugby team.  
Three-year letterman

### **Professional Presentation Experience**

- February 2009: Models for Change, Tacoma, WA
- April 2008: National Associate of Pediatric Nurse Associates and Practitioners, Honolulu, HI
- April 2008: Preventing, Assessing and Treating Childhood and Adult Trauma, Honolulu, HI
- 2001: Highway Traffic Safety Forum, Adolescent and young Adult High Risk Drivers, Honolulu, HI
- 1998: Child Welfare League of America, Troubled Youth Conference, Snowbird, UT

### **Hobbies**

- Teaching
- Coaching and training youth in all aspects of life
- Spending time with family, wife Angie and six children

# Malakai Maumalanga

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## Education

July 2006-May 2007: Masters of Social Work (MSW), Focus: Child and Family, University of Hawaii at Manoa, Honolulu, HI

August 2003-May 2006: Bachelors of Social Work (BSW), University of Hawaii, Honolulu, HI

August 2001-May 2003: Associates of Arts Degree in Human Services (AA), Honolulu Community College, Honolulu, HI

## Skills and Abilities

- Fluency in Tongan
- Captain of Kalihi Raiders Rugby Team

## Professional Experience

2007-present: Director of Redirectional Services, Adult Friends for Youth, Honolulu, HI

- Practicum Instructor in conjunction with the University of Hawaii, Honolulu, HI
- Trains Redirectional Specialists
- Supervises clinical staff
- Provides individual and group counseling to clients
- Provides mediation for clients as needed
- Completes intake documentation for new clients
- Provides outreach to homeless youth
- Provides advocacy services for clients

March 2019: Youth Assessment and Screening Instrument (YASI) Certified

June 2003-2007: Redirectional Specialist, Adult Friends for Youth, Honolulu, HI

- Facilitated and co-facilitated in school group counseling with high risk youth
- Advocated for high risk youth
- Counseled high risk youth
- Provided case management for high risk youth
- Assisted high risk youth with finding alternatives to negative behaviors
- Ensured that customers receive safe, enjoyable, and efficient traveling services



## **Volunteer Experience**

- December 2005: Delivered a motivational speech at the Methodist Church in Oakland, addressing the Tongan Community on gangs and the disadvantages of being in a gang relating to past experiences
- 2004-2005: Walk for Hunger at Magic Island, Honolulu
- 2003-Present: Delivered speeches to the School of Social Work Title IV Program at the University of Hawaii at Manoa regarding past experiences with gangs
- 2003-2005: Summer volunteer to discuss life experiences at JROTC high school program on Hickam Air Force Base, Honolulu, HI
- 2001-2003: Served breakfast to the homeless community as part of the Human Services Club
- 2001-2003: Handed out Thanksgiving Day turkey boxes to needy families at the Kalihi Palama Clinic

## **Awards**

- June 2009: Farrington Way Award presented by the Farrington Alumni Association
- August 2006: Hawaii Forgiveness Project Award
- May 2006: UH School of Social Work, 2006 Convocation Honored Student Speaker
- November 1997: Adult Friends for Youth "Youth of the Year"

## **Hobbies**

- Rugby and other physical sports
- Playing the guitar
- Spending quality family time

# Lisa Tamashiro

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## Education

2005-2011: Bachelors of Social Work (BSW), University of Hawaii, Manoa, Honolulu, HI

2001-2005: Kaimuki High School, Honolulu, HI (HS Diploma obtained)

1992-2000: Rainbow Gakuen (Japanese Language School)

## Professional Experience

2016-Present: Director of Operations and Special Programs, Adult Friends for Youth, Honolulu, HI

- Coordinates fundraising programs
- Manages the day-to-day operations of program to ensure agency goal to reduce violence and crime is being addressed
- Supervises and provides support to the C-BASE program and C-BASE Instructor

March 2019: Youth Assessment and Screening Instrument (YASI) Certified

March 2019: Trauma-Informed Care Certified

February 2010-April 2013: Redirectional Specialist, Adult Friends for Youth, Honolulu, HI

- Co-facilitated group counseling
- Applied agency model of Redirectional Therapy
- Assisted clients in areas of tutoring, job searching, and applying for college
- Participated in agency events
- Assisted staff with needs such as correcting homework for C-BASE class or inputting data for master client list
- Became C-BASE Instructor and taught children in program from April 2013- May 2016.

December 2008-September 2009: Helpline Representative, Domestic Violence Action Center

- Conducted intake/assessment on possible clients
- Provided referrals to other services

December 2008- December 2009: Assistant, Japanese Cultural Center of Hawaii, Honolulu, HI

- Assisting PR Manager by logging media data
- Creating survey spreadsheets
- Conducting research for ongoing projects

- Attend events

September 2008-December 2011: Server, The Shack, Honolulu, HI

- Take orders
- Serve food and drinks to customers
- Responsible for carrying and calculating own bank

March 2008-September 2008: Server, Benihana of Tokyo Inc., Honolulu, HI

- Attended to drink orders and food orders
- Assisted chefs
- Calculated and distributed tips

September 2006-April 2008: Hall Staff, Yakiniku Toraji, Honolulu, HI

- Served food and drinks
- Bused tables
- Helped management with Japanese translations

July 2004-July 2007: Waitress, Yamagen, Honolulu, HI

- Took food orders for takeout by phone or by walk-ins
- Cleared tables

October 2005-May 2006: Student Leader, Manoa Japanese Language School, Honolulu, HI

- Picked up the students from school and escorted them back to the language school
- Supervised students that were not in class
- Directed student to pick-up area

July 2004-January 2005: Sales Representative, Moni, Honolulu, HI

- Promoted jewelry sales
- Answered phone calls
- Closed register

March 2004-August 2004: Student Helper, McCully-Moiliili Public Library, Honolulu, HI

- Shelved books in order
- Rearranged new shipments
- Assisted librarians and customers

## **Volunteer Experience**

2004-2005: Tutor at Kuhio Elementary, Honolulu, HI

- Assisted with the after school tutoring program for students referred by teachers

- Escorted younger students home if pick was unavailable

2003: Military Police assistant, Tripler Medical Hospital

- Learned the roles of the military police at the hospital
- Conducted data filing
- Made rounds around the hospital

### **Member Affiliation**

- Juvenile Detention Alternative Initiative (JDAI)
- Liliuokalani Trust - Youth Service Center (LT-YSC)

# Nicole Hori

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## Education

2008: Bachelor of Arts Degree, University of Hawaii at Manoa, Honolulu, HI

## Skills and Abilities

- Writing Skills: wrote and edited sections of the Hamilton Library: Intra-system Loan training handbook
- Experience with addressing patron concerns and inquiries via email
- Proficient in Microsoft Office, including Word, PowerPoint, and Excel
- Experience with Adobe Photoshop, Adobe InDesign and Final Cut Pro
- Ability to work with Windows and Mac OSX
- Experience with performing general office tasks such as courteously answering telephones, taking messages, and greeting patrons
- Excellent interpersonal skills such as working effectively with students with diverse learning needs and cultural backgrounds and explaining complex concepts using easy to understand terms

## Professional Experience

August 2013-Present: Executive Assistant, Adult Friends for Youth, Honolulu HI

- Conducts financial transactions
- Maintains financial records
- Services as a liaison with the agency's accountants and auditors
- Complies and maintains agency database
- Assist students in the C-BASE program with testing
- Provides administrative duties
- Assists with agency logistics

## Other Professional Experience

- 2005-2010: Student Assistant III, University of Hawaii at Manoa, Hamilton Library, Honolulu, HI
- 2004-2005: Tutor, Kaimuki Kumon Center, Honolulu, HI

## Member Affiliation

- Chinagu Eisa Hawaii-Vice President
  - Hui o Laulima
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# Siutiti Telesiaongo Takai

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## Education

August 2013: Bachelors of Science in Human Services, Montreat College, Montreat, North Carolina (GPA 2.86)

## Skills and Abilities

- Experience with assessments
- Experience with conducting analysis
- Organizational skills
- Positive attitude
- Experience in filing and monitoring client progress
- Strong writing skills

## Professional Experience

September 2015-Present: Redirectional Specialist, Adult Friends for Youth, Honolulu, HI

- Lead instructor for C-BASE program
- Provides direct counseling services to clients
- Plans and documents therapy sessions conducted
- Conducts outreach and advocacy services
- Provides on-call support for clients
- Collaborates with outside professionals working with clients
- Provides client tutoring as needed

March 2019: Youth Assessment and Screening Instrument (YASI) Certified

March 2019: Trauma-Informed Care Certified

February 2014-September 2015: Paraprofessional, Hawaii Behavioral Health, Honolulu HI

- Provided 1-on-1 adult supervision to students who have behavioral health challenges to help them function in school, home, and in community settings
- Followed each student's Individualized Educational Plan (IEP) of goals and objects in order to address certain skills

April 2012-September 2013: Front Desk Associate, Montreat Conference Center, Montreat, NC

- Hospitality: Provided friendly and professional customer service at all times
- Answered phone calls and responded to inquires of residents and the general public

- Submitted IT and Housing work order requests
- Signed guests in and out of the halls
- Completed and maintained paperwork as it relates to guest records and front desk responsibilities
- Arranged and reserved reservations for guests
- Provided child care for guest who brought their children

2010-2012: Assistant Manager, Vtakai Masonry, Honolulu, HI

- Financed: Monitored and handled funds
- Supervised and managed
- Coordinated what workers should do
- Maintained time sheet of hours worked each day
- Contracted: set up agreements to work on construction

2005-2009: Babysitter

- Facilitated children with homework and schoolwork
- Planned, prepared and arranged nutritious meals for children
- Bathed and dressed children
- Taught children in health and hygiene, resting, and proper toileting
- Organized and took part in leisure activities, games, and television
- Motivated children to change clothing independently and pick up after themselves
- Kept records of every child, including day by day observations and information regarding activities, meals served, and medicine administered
- Carried out housekeeping duties such as laundry, running errands, cleaning, dishwashing, and changing linens

## **Hobbies**

- 2010-2011: Captain, Women's College Basketball Team
- 2000-present: Volunteer, St. Augustine Church
  - Assist in soup kitchen
  - Assist with church clean up
  - Assist with youth activities

# Solomona Daren Levi

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## Education

December 2016: Bachelor of Arts in Political Science, University of Hawaii at Manoa, Honolulu, HI

December 2013: Associates of Arts in Liberal Arts, American Samoa Community College, Mapusaga, AS

## Skills and Abilities

- Proficient in Microsoft Office (work, PowerPoint, and Excel)
- Strong typing skills, 50WPM
- Fluent in Samoan

## Professional Experience

August 2017-Present: Redirectional Specialist, Adult Friends for Youth, Honolulu, HI

- Provides direct counseling services to clients
- Plans and documents therapy sessions conducted
- Conducts outreach and advocacy services
- Provides on-call support for clients
- Collaborates with outside professionals working with clients
- Provides client tutoring as needed

May 2014-August 2017: Student Intern, Department of Criminal Justice, Executive Office Building, Utulei, AS

- Managed front desk reception area to accommodate customers' needs
- Filed and organized budget documentation, and assembled session court cases
- Assisted in planning and division of budget funds to each facility supervised by the Department of Criminal Justice
- Assisted associated facility inspections for the juvenile facility, correctional facility, police department and more
- Monitored use of items purchased by funds approved and distributed to each facility and delivered documentation to prospective recipients
- Complete observations and note taking during public defender meetings with clients and in court sessions

January-December 2012: Office Assistant for Federal Work Study, American Samoa Community College Music Department, Mapusaga, AS



- Managed office reception to accommodate students' needs
- Filed and organized Professors' files
- Graded student assignments
- Cleaned and organized office area
- Assisted Professors' in class session during exams, class activities, and choir practice
- Assisted in planning and implementing choir and a cappella performance for church functions, banquets, and graduations
- Organized and conducted errands for professors

### **Volunteer Experience**

- February-December 2010: Village Cleanup volunteered through National Honor Society
- March 2014: Manoa Experience volunteer through the Office of Multicultural Student Services
- April 2014: Samoan Language Program volunteer, Pacific Islanders in the Arts, University of Hawaii at Manoa
- April 2014: Traditional Umu Demonstrator with Samoan Language Program
- October 2014: Ala Mai Conference volunteer through Office of Multicultural Student Services
- October 2014: Data Auction Fundraiser volunteer, Rugby Club with University of Hawaii at Manoa

### **Awards**

- 2014: Internship Completion with Department of Criminal Justice
- 2011: Most Improved Academic Award in English and calculus
- 2011: Excellent Academic Performance Award in Physics, History, and Physical Science
- February-December 2010: Member of the National Honor Society

# Fuatino Manu

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## Education

2018: Bachelor of Social Work (BSW), University of Central Missouri, Warrensburg, MO

2016: Associates of Arts in Human Services, Western Nebraska Community College, Scottsbluff, NE

## Professional Experience

January 2019-Present: Redirectional Specialist, Adult Friends for Youth, Honolulu, HI

- Advocacy and outreach for high-risk youth in the community
- Conduct Redirectional Therapy

Fall 2018: Intern, Recovery Lighthouse/ LIME Tree, Warrensburg, MO

- Provide recovery support services to clients with a substance use disorder
- 494 hours completed

August 2017-December 2018: THRIVE Mentor, Warrensburg, MO

- Reside in dorms with students
- Run study hall
- Manage dorm floor

May 2017-August 2017: Teddy's Bigger Burger, Honolulu, HI

- Customer service
- Cashier
- Server
- Food prepping

Fall 2016: THRIVE Program, University of Central Missouri, Warrensburg, MO

- Assist college students with intellectual and developmental disabilities with school assignments during their study hall hours
- 40 hours completed

## Volunteer Experience

Fall 2018: Service Project, Pleasant Hill, MO

- Horses Stables
- 5 hours volunteered

Fall 2016-2018: Project Community Connect, Warrensburg, MO

- Volunteered as a guide to assist and direct clients to resources corresponding to their needs
- 21 hours volunteered

## **Honors**

Fall 2018: Secretary/ Treasurer, Phi Alpha Social Work Honor Society

Fall 2014-Spring 2018: Dean's List

# Kiana Buenafe

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## Education

Present: Master of Social Work, Northern Arizona University, Flagstaff, AZ

2019: Bachelor of Social Work, Northern Arizona University, Flagstaff, AZ

## Skills and Abilities

- Microsoft Word, PowerPoint, Excel
- Able to adapt to all arising situations and develop solutions as they appear to the satisfaction of any client
- Practice listening skills to give full attention to those in need, accurately assess every individual's situation, and build necessary rapport

## Professional Experience

January 2019-Present: Redirectional Specialist, Adult Friends for Youth, Honolulu, HI

- Provide group counseling to both in-school and neighborhood groups within different communities
- Adult Friends for Youth's mission: to overall decrease the violence and increase the peace to create a safe community for our youth and their families

August 2015-Present: Office Manager, MANNZ Team, Inc., Honolulu, HI

- Create and send invoices for kitchen exhaust cleanings
- Operating spreadsheets on Microsoft Excel

February 2017-December 2018: Program Assistant, Native American Cultural Center at Northern Arizona University, Flagstaff, AZ

- Ran the printing station and kept the facility clean
- Interacted with students to help satisfy any needs or concerns they may have

## Volunteer Experience

February-December 2018: Volunteer, Sunshine Rescue Mission, Flagstaff, AZ

- Help with food preparation
- Interact with visitors of this homeless shelter, both residents and the public

# Skye Parker

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## Education

2019: Bachelor of Science in Behavioral Health Science, University of Maine at Fort Kent, Fort Kent, ME

2016: Associate of Arts in Communication Studies, Taft College, Taft, CA

## Skills and Abilities

- Youth guidance and crisis management
- Paperwork and reporting
- Rapport building
- Solution-focused counseling
- Youth Assessment Screening Instrument (YASI)

## Professional Experience

January 2019-present: Redirection Specialist, Adult Friends for Youth, Honolulu, HI

- Provided homework assistance to youth, helped prepare for tests, and signed off on projects and assignments
- Advised children and helped to foster improved levels of self-worth and confidence
- Advocated for at-risk youth individuals and promoted helpful resources and programs to foster progress
- Monitored behavior in individual and group sessions and intervened when necessary
- Collaborated with counselors and parents to report youth behavior and progress
- Supervised youth group members to maintain organized and safe environment
- Communicated with challenged and troubled children in effort to exact positive impact and influence

August-December 2018: Reading and Math Tutor, Fort Kent Elementary School, Fort Kent, ME

- Fostered relationships with students to increase engagement and periodically reported student progress to parents/guardians and school leadership
- Conducted small group and individual classroom activities with students based on differentiated learning needs
- Offered insightful feedback and motivation to inspire students to work towards reading goals
- Established reading goals and mapped out educational journeys for students showing literacy progress
- Instructed small groups of students in key subject concepts

January 2016-May 2018: Gym Attendant, University of Maine at Fort Kent, Fort Kent, ME

- Completed hourly custodial rounds, including floor sweeping and vacuuming, glass entryway cleaning and trash collection
- Provided assistance by directing patrons to various parts of facility, specific events and landmarks
- Collaborated with peers to deliver consistent service and promote customer retention
- Delivered high level of customer service through prompt issue resolution and dynamic attention to detail

January-May 2016: Daycare Assistant, Taft College, Taft, CA

- Cleaned toys, play equipment, dishes and other surfaces to keep facility sanitary
- Observed and monitored play to identify developmental strengths and target areas for enrichment activities
- Enhanced academic, social and emotional learning with use of structured playtime and unstructured free play
- Managed crafts and other hands-on activities to engage kids and promote development
- Helped prepare meals, snacks and refreshments for children, accounting for individual dietary needs and restrictions
- Discussed new developments, misbehavior and concerns with parents or guardians

January 2015-May 2016: Gym Assistant, Taft College, Taft, CA

- Replenished each guest room with necessary supplies including water glasses, toiletries, and paper products
- Made sure that each guest room was locked after performing housekeeping services and maintained complete security of such rooms at all times
- Vacuumed, dusted, and polished furniture in the common areas including hallways and waiting areas

## **Hobbies and Activities**

- October 2019: Assistant Volleyball Coach, Hookino Volleyball Club
- August 2017-November 2019: Women's Volleyball Team, University of Maine at Fort Kent, Fort Kent, ME
- January 2015-May 2016: Women's Volleyball Team, Taft College, Taft, CA
- January 2013-May 2014: Orientation Chairperson, Kalaheo High School, Kailua, HI
- June 2010-May 2014: Girls' Volleyball Team, Kalaheo High School, HI

# Aaron M. Hare

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## Education

2011: Master of Arts in I/O Psychology, The Chicago School of Professional Psychology, Chicago, IL

2008: Bachelor of Arts in History, Bachelor of Arts in Psychology, University of Hawaii at Manoa, Honolulu, HI

## Professional Experience

September 2018-Present: Grant Coordinator, Adult Friends for Youth, Honolulu, HI

- Conducts research for grants
- Conducts writing for grant requests
- Completes grant reports

September 2017-June 2018: Application Assistant, Kamehameha Schools, Honolulu, HI

- Examine custody documents and accurately tag information for organization-wide retrieval
- Analyze legal documents to determine custody and identify issues relating to custody
- Received extensive training from the Kamehameha Schools legal team on how to read and interpret legal documents from Family Court
- Work with the Legal Department to analyze custody disputes that could negatively impact the organization's ability to serve its mission
- Conduct sensitive phone conversations with families applying their children to Kamehameha regarding family dynamics and history
- Trained existing Kamehameha Schools Employees on the functions and responsibilities of the position of Application Assistant

2014-2016: Front Desk Representative, Honolulu Club, Honolulu, HI

- Meet and greet members, trouble shoot conflicts
- Coordinate housekeeping duties
- Responsible for monetary transactions within facility
- Assist training of new employees

2010-2011: Patient Relations Intern, Rush University Medical Center, Chicago, IL

- Supported the management of the Press Ganey survey process
- Provided leadership in the interpretation of the Press Ganey survey information and assistance in helping clinical departments make improvements

- Assisted in the organization and in the facilitation of several standing “Patient and Family Advisory Councils”
- Provided analysis and advising on an innovative new system to provide patient feedback to Rush’s Stroke Center
- Created reports and PowerPoint presentations
- Collaborated in presenting important findings to key members throughout the organization

## **Hobbies**

- Reading
- Learning



# Geraud Ford

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## Education

Present: Bachelor of Social Work (BSW), Hawaii Pacific University, Honolulu, HI

1999: High School Diploma, Youth Challenge Academy

## Professional Experience

August 2005-May 2017: United States Marine Corps

- Implemented quality assurance and effective maintenance cycles by inventory
- Responsible for ordering and repairing over \$2 million in weapons, optics, and parts insuring a 95% readiness of equipment
- Effectively managed duties within a high stress and demanding work environment
- Led, developed, and supervised four teams of Marines during 5 deployments and combat operations
- Evaluated and improved teamwork and task accomplishments, such as the provision of humanitarian aid
- Launched a logistical movement of military weapons, vehicles and personnel over an 8-year period
- Implemented cost containment processes and meeting financial goals, without compromising the integrity of services
- Hands-on trainer and mentor for over 300 Marines in 35 different extremely critical exercises, resulting in zero safety related injuries and 70% increase in efficiency and operational work

July 2001-July 2005: Store Site Manager, British Petroleum Gas Station, Atlanta, GA

- Responsible for the store operational requirements by scheduling and assigning employees and following up on work results
- Achieved a 30% decrease in staff turnover and a 10% increase in promotions through coaching and counseling employees; planning, monitoring and appraising job results
- Accomplished financial objectives by preparing an annual budget, scheduling expenditures, analyzing variance and initiating corrective actions
- Promoted a leadership approach focusing on customer service and employee accountability

## Volunteer Experience

- 2007-Present: Youth Sports Coach (Basketball, Volleyball, Soccer)

- May 2016-May 2017: Assistant Family Readiness Officer (AFRO), oversaw the transition and adjustment of Marines Sailors and families to new duty stations
- 2016-2017: Engagement services volunteer with Single Marine and Sailor Program
- 2007-2014: Toys for Tots collection and distribution to less fortunate families.
- 2009-2012: Helped with different activities including games and elderly dances to the community that supported my marine Corps unit at various retirement homes
- 2009-2012: Cultural engagement at Okinawa Japan and Phuket Thailand Orphanage
- 1994-1997: Coach and referee for track and field events for Special Olympics
- 1989-1995: Meal preparation and distribution for homeless with Horsea Williams Feed the Hungry Atlanta

# Jacqueline L. Espejo

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## Education

2019: Bachelor of Arts in Public Health, University of Hawaii at Manoa, Honolulu, HI

2016: Associate of Arts in Liberal Arts, Kapiolani Community College, Honolulu, HI

2013: High School Diploma, Farrington High School, Honolulu, HI

## Skills and Abilities

- Able to type 61 wpm
- Highly organized and task-oriented
- Proficient in Microsoft Office and PC systems
- Efficient written communication

## Professional Experience

August 2019-Present: Special Programs Assistant, Adult Friends for Youth, Honolulu, HI

- Assist grant coordinator with writing, research, and compiling attachments for grant proposals and reports
- Provide outreach and tutoring services to high-risk youth
- Keep records of assessments and services provided
- File documents with respect to sensitive information

June 2019-August 2019: Intern, Adult Friends for Youth, Honolulu, HI

- Provide supervised outreach and tutoring services to high-risk youth
- Assist grant coordinator with research, supporting documents, and reports

September 2017-August 2019: Sales Clerk Ladies/Handbags Department, The Navy Exchange Mall at Pearl Harbor, Honolulu, HI

- Greeted and assisted customers in a friendly and professional manner
- Responsible for up-to-date ticketing of merchandise
- Maintained stock of products
- Performed quick and accurate inventory

July-August 2016: Seasonal Sales Clerk Stationary Department, The Navy Exchange Mall at Pearl Harbor, Honolulu, HI

June 2014: Professional Healthcare Educators, Honolulu, HI

- Clinical training at Palolo Chinese Home
- HIPAA and blood borne pathogen training

### **Professional Presentation Experience**

April 2019: Poster Presentation at Office of Public Health Studies Undergraduate Summit, University of Hawaii at Manoa, Honolulu, HI

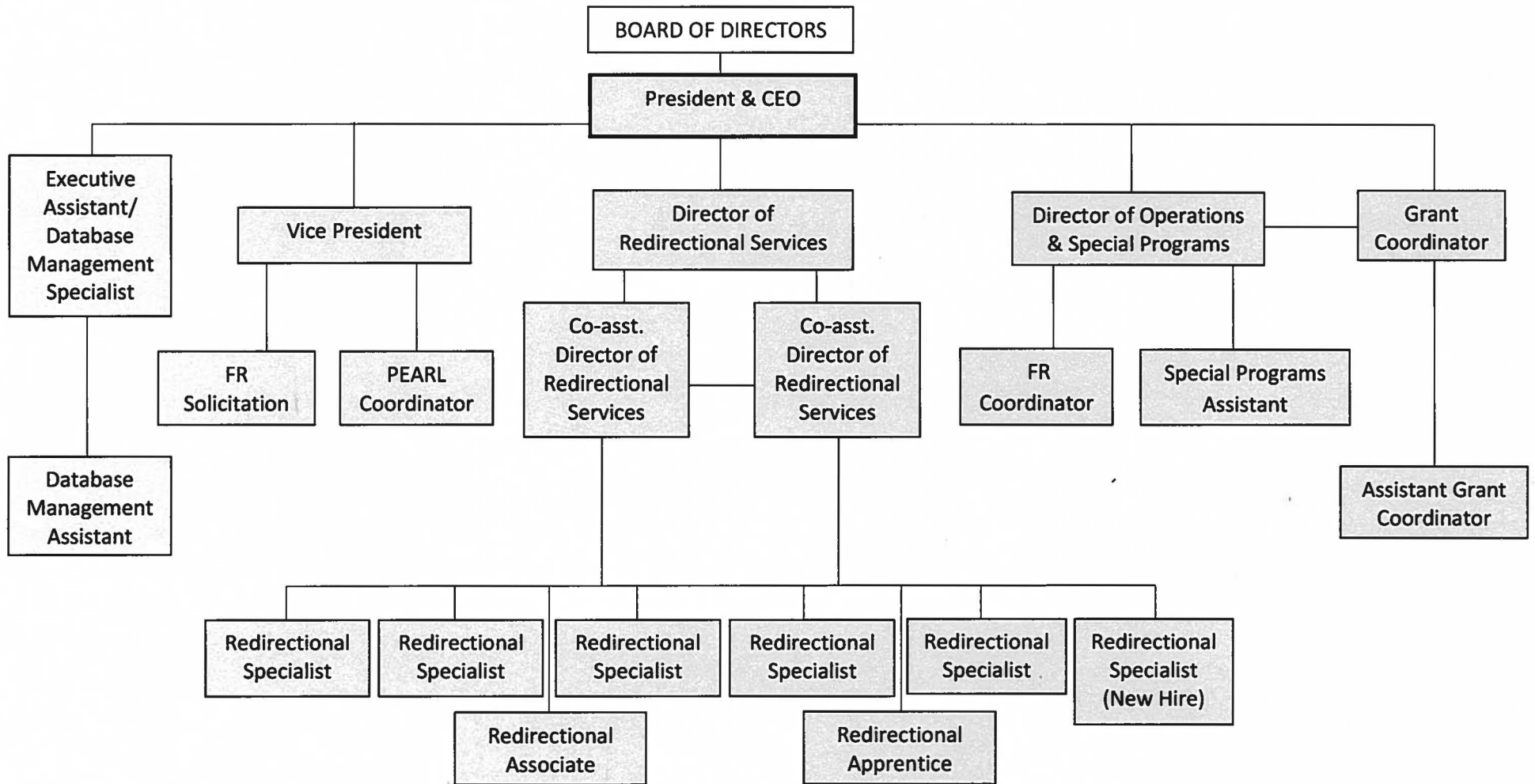
- Poster title: *Preventing Youth Violence in Hawaii through Community-Based Interventions*

### **Volunteer Experience**

2016: Volunteer, Hawaiian Humane Society, Honolulu, HI

- Assist customers with animal adoptions and services
- Maintain clean, safe, and comfortable living environment for animals

## Adult Friends for Youth Organization Chart



**PRACTICUM SUPERVISION**

Practicum students are supervised by a master's level staff or VP/Director

Note: Special Programs include youth services, i.e. MAC (Mobile Assessment Center), Social Entrepreneurship, Community Service, coding, college prep and others except PEARL. Redirection Services include the MEC (Mobile Education Center).  
 \*\*\*President, Vice President, and Directors provide Redirection services as needed – all have experience & training in providing these services.\*\*\*

Figure 1

## **VII. OTHER**

- 1. Litigation**
- 2. Licensure or Accreditation**
- 3. Private Educational  
Institutions**
- 4. Future Sustainability Plan**

## **1. Litigation**

Not applicable

## **2. Licensure or Accreditation**

MAC staff receive YASI training and certification. The agency has also received numerous awards and recognition from the state, community, and professional organizations for its work.

## **3. Private Educational Institutions** – The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution.

The grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

## **4. Future Sustainability Plan** – The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is: a) Received by the applicant for fiscal year 2019-20, but b) Not received by the applicant thereafter

If AFY receives this grant in fiscal year 2020-21, but not thereafter we will pursue other avenues to secure resources to continue this program.

AFY's administrative team has the capacity to build relationships and find new and creative partnerships to meet the youth's needs as they participate in the MAC program process. Creativity and innovation are important to acquire funding and that is why AFY has been able to keep programs going over years utilizing different grant sources.

AFY's Board of Directors will also have an active role in securing the funding necessary to make the program sustainable. AFY's Board members have exhaustive experience in finance, school administration, healthcare, marketing, law, Unions, and human resources. Board members are also extremely affluent in the state and possess networks through which AFY can secure additional funding and communicate our message and mission to potential donors.

In order to supplement funds received through grants, AFY hosts one of the state's largest silent auctions and live auctions during our Annual Fundraiser. AFY administration has been able to develop strong relationships with private entities over the organization's lifespan and is able to solicit donations through that channel.