

**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:

United Self Help

Amount of State Funds Requested: \$ 123,805

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

These funds will enable United Self Help (USH) to serve the more than two-thirds of adults who have or have experienced mental illness yet lack access to treatment. USH helps them in their recovery by providing peer-led education and support. We are the only "consumer-run" private non-profit 501(c)(3) mental health organization in Hawaii. We also give presentations at high schools statewide to raise awareness regarding mental health issues among youth and help them overcome barriers to communication.

Amount of Other Funds Available:

State: \$ 8,000/month thru Aug. 2021

Federal: \$ 0

County: \$ 0

Private/Other: \$ 0

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

\$ 0

Unrestricted Assets:

\$ 32,815.53

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:

c/o Waikiki Community Ctr., 310 Paoakalani Ave.

City: Honolulu State: HI Zip: 96815

Contact Person for Matters Involving this Application

Name:
William Bowles

Title:
Executive Director

Email:
director@unitedselfhelp.org

Phone:
(808) 561-1837

Federal Tax ID#:

██████████

State Tax ID#

██████████


Authorized Signature

William Bowles, Exec. Dir.

Name and Title

Jan. 17, 2020

Date Signed

received
1/17/2020

3:49

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



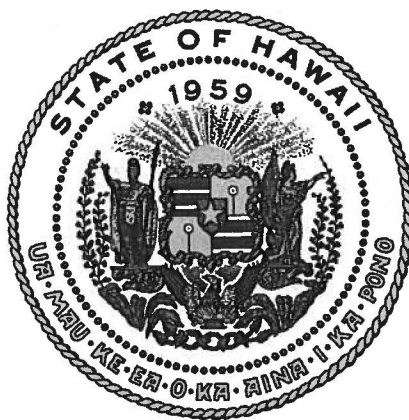
WILLIAM BOWLES, EXEC. DIR.

JAN. 17, 2020

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

UNITED SELF-HELP

was incorporated under the laws of Hawaii on 02/25/1987 ; 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 17, 2020

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISÉD 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.

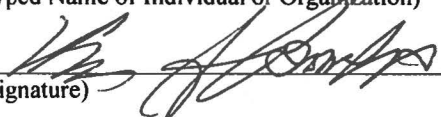
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant 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.

United Self Help
(Typed Name of Individual or Organization)

 Jan. 17, 2020
(Signature) (Date)

William Bowles Executive Director
(Typed Name) (Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

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

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2019.

2. Declaration Statement

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

3. Public Purpose

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

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

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

United Self Help (USH) is a 501(c)(3), private, not-for-profit organization that partners with peers (adults who have experienced or been diagnosed with a severe psychiatric disorder) to create inclusive and accepting communities who mutually support one another in their own recovery from serious mental illness (SMI) or co-occurring SMI and substance abuse disorders. We are the State's only peer-operated program that is administratively controlled and operated by mental health consumers. Our mission statement - people helping people help themselves through education and support - guides everything that we do. We provide peer counseling through our warm lines; facilitate structured educational classes and peer-run support groups; link members to various community resources, services, and supports; organize social and recreational

events for members; and provide information and education on mental illness to various communities and institutions (e.g., public high schools, University of Hawaii).

2. The goals and objectives related to the request;

GOAL: Stabilization & Recovery

For the support groups and peer mentoring program, USH's goal is to help mental health consumers to stabilize and recover. Our ultimate aim is to increase the number of mental health consumers who are in employment, well-adjusted socially and not hospitalized. Specific objectives are:

- **Objective 1:** Increase the number of persons taking classes or participating in support groups to 650 unduplicated persons.
- **Objective 2:** Increase the number of persons who find and stay in regular employment to 20% of participants.
- **Objective 3:** Reduce the relapse rate to below 5%.
- **Objective 4:** Ensure that participants in our program attain a higher level of functioning and well-being.

GOAL: Mental Health Awareness Among High School Students

To increase mental health awareness and literacy among high school students statewide and help them learn strategies for communicating regarding difficult subjects like suicide, bullying, and depression.

- **Objective 1:** Give 150 presentations on mental health at high schools statewide.
- **Objective 2:** Recruit 50 mental health consumers to give presentations at high schools.

3. The public purpose and need to be served;

According to the Substance Abuse and Mental Health Services Administration (SAMHSA), close to 3.2% of adults in Hawaii live with serious mental health conditions such as schizophrenia, bipolar disorder, and major depression, yet only 31.8% of adults with mental illness in Hawaii receive any form of treatment from either the public system or private providers. The remaining 68.2% receive no mental health treatment. In fact, according to the "State of Mental Health in America" report, Hawaii ranks dead last in the nation for access to care among adults with mental illness. Moreover, about 67.5% of Hawaii youth with major depression do not get any mental health treatment.

Hawaii's population of those with mental illness is 42.4% female and 57.5% male. Mental illness is particularly prevalent among young adults 25-44 years (24.8%) and the middle aged 45-64 years (36.4%), but also among youth 13-17 years (12.7%). USH has

found that employment is one of the keys to recovery yet only 13% of the mentally ill in Hawaii are employed, while 29.4% are considered unemployed and 57.6% are not in the labor force. Adults in Hawaii who suffer from co-occurring mental health and alcohol & other drug abuse represent 36% of the mentally ill population. State psychiatric hospitals and other inpatient facilities served 640 patients in the period ending 6/30/2017, leaving residential treatment centers and community programs to serve the vast majority (9,839) of the mentally ill. Community programs such as USH are filling a gap in government services. In general, 88.6% of the mentally ill surveyed reported improved social connectedness from services (vs. 87.2% for the US as a whole) and 60.9% reported improved functioning from services (vs. 74.9%). It appears that Hawaii needs to improve outcomes from services. (Source: Hawaii 2017 Mental Health National Outcome Measures (NOMS): SAMHSA Uniform Reporting System)

Mental Health Among Youth

According to the 2009 Youth Risk Behavior Survey data, Hawaii's high school students had the highest self-report of considering suicide and attempting suicide in the nation. Most people are uncomfortable with the topic of suicide which has a stigma attached to it. As a result, an important public health problem is left shrouded in secrecy, and many students don't know where to go for mental health information or believe that counseling won't help. Others don't get help because they think depression symptoms are just part of the typical stresses of school or being a teen. Some students worry what other people will think if they seek mental health care. USH seeks to bridge gaps that sometimes exist between parents and their teens regarding especially difficult subjects like suicide, bullying, and depression. Without support, today's young people with mental health challenges may become tomorrow's adults with serious mental health issues.

4. Describe the target population to be served; and

USH serves those suffering from mental illness who are not being treated in State psychiatric hospitals or other inpatient facilities. We serve the 9,839 mentally ill who are treated at residential treatment centers or through community programs, or who receive no treatment whatsoever.

5. Describe the geographic coverage.

Currently, USH provides its education and support classes and other peer-led support on the island of Oahu. Speeches about mental health are given at high schools statewide.

III. Service Summary and Outcomes

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

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

United Self Help (USH) is the only "consumer-run" private mental health organization in Hawaii. Our approach is unique in that we focus on PEER-LED education and support to help those with mental illness to stabilize their situation and recover. Self-help is one of the keys to recovery: balancing chemicals in the brain (meds, diet, exercise), coping with stressors (a job or volunteer work), socialization and hope (believing in their own recovery or a higher power). USH demonstrates that self-help programs can be a low-cost, practical way to empower those living with mental illness, as well as to reduce the need for costly institutionalization.

We offer sixteen free-of-charge programs including support groups, classes on recovery, a state-wide mental health consumer conference, a "warm" line, a regular monthly social event and speeches to youth on how to stay mentally healthy. General and topic-related support groups are facilitated by recovered peers and offered throughout O'ahu. The National Institute on Mental Health (NIMH), the Substance Abuse and Mental Health Services Administration (SAMHSA), the Department of Public Safety (DPS), private donors, psychologists, psychiatrists, social workers and other mental health practitioners refer adult mental health consumers to USH. These consumers are then encouraged to begin attending free support groups and most importantly the BRIDGES Education Classes. BRIDGES is the acronym for Building Recovery and Individual Dreams and Goals through Education and Support and is an internationally known 10-week series of classes during which mental health consumers learn how to control their illness and how to be a peer mentor. BRIDGES is literally a "bridge" to a new and better life.

As much as possible, we apply evidence-based models such as the national Depression and Bipolar Support Alliance model for the USH Depression and Bipolar Class and the National Institute of Mental Health model of support group methodology and care. USH also applies the most successful treatment model for Schizophrenia/Schizo-Affective clients which integrates medication, psychosocial therapies, case management, family involvement, and supported education and employment services.

The overarching result USH strives for is to empower mental health consumers, enhance their lives, and encourage them to continue their journey to recovery. We would like them to take charge of their own well-being by learning coping skills and strategies, better understanding their illness, regaining their self-esteem, learning how to express their feelings and communicate more effectively, and by mentoring or

supporting their peers. Our aim is that program participants are able to manage their illness and lead productive and fulfilling lives. This “teach a man to fish” approach reduces the burden on the mental health system while enabling program participants to gain greater independence. Our approach is a low-cost, effective way to help more people, including some of the more than two-thirds in Hawaii who receive no professional treatment.

Raising Mental Health Awareness Among High School Students

One of the most important partnerships and services that USH provides in Hawaii communities is networking with Hawaii state high school administrations and organizing innovative talks to high school students on all islands. Students have the highest number of suicide rate attempts per capita. Every year USH also gives about 150 speeches to high school students on how to stay mentally healthy. USH’s talks cover subjects such as keeping mentally fit, how to know when others are in need, recognizing suicide ideation and bullying. Every student is given a stress test and the 11 ways to avoid stress in 30% of the cases is discussed. If those tips don’t work, we tell them what to do if a person is depressed. Approximately 50 mental health consumers are employed as contractors to give speeches at high schools or act as support group facilitators or peer mentors. These mental health presentations have been well received. We are regulars at 20 high schools on Oahu and 90% of high schools on Maui and the Big Island. Surveys of 912 students conducted at various high schools have shown large percentages that agreed or strongly agreed with the following:

- 89.3% said that they learned more about serious mental illness from the presentation;
- 86.7% said that the presentation helped break down the stigma and stereotypes about mental illness; and
- 83.7% said that they could use the information to speak to another person about the stigma of mental illness

Anecdotal feedback has also been extremely positive:

“Years ago, at Mid Pacific High School, a boy came up to me weeping a little bit saying that he was thinking of doing a ‘Columbine thing’. We told teacher, gave him my card to call, and [the] teacher called a counselor.”

“Humor, knowledge and sincere commitment to help others become aware of mental illness made this presentation excellent.”

---Kauai High Senior, 3/27/2019

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

Timeline for support groups classes

JULY — Appoint support group leaders

Tell them how a good support group would benefit all, what role they would have in recovery. Reasons for a support group – from Dr. Yalom.

Choose areas where support groups should be.

Continue training for support group—at hotel meeting from for one day.

- Meeting rules
- Meeting sequence of events.
- Pay Structure
- Principals of support
- Stages of Recovery
- Tips on How to be a good facilitator from Bridges National book on support groups
- Subjects for group meetings, when sharing stops book or articles supporting recovery,

Give incentives for attending groups, door prizes, food (ORDER AFTER KNOWING ATTENDANCE –PIZZA IF 12 OR MORE) Procedure for payment using ED ordering if necessary.

Subjects to cover after sharing if time: Recovery tips, Meds, Sleep, Exercise, Nutrition, Counseling, Setting Goals, and Problem Solving. Stigma, Triggers,

AUGUST-NOVEMBER

Publicize groups in email, newsletter, and calls to members from group leaders.

Attend group to supervise quality, size of groups.

Critique leaders, using the strengths approach.

Have leaders call those who haven't attended, telling them that they were missed and asking what they needed.

Visit at least two groups per week.

Highlight groups in newsletter.

NOVEMBER – DECEMBER

Support groups plan their own party, etc. Create letter asking for time in their class.

Meeting of all support group leaders for dinner, awards.

Mail Xmas newsletter to highlight groups – fundraising.

JANUARY — ONGOING TRAINING. Results of first half of year, problems, attendance

JUNE — Awards for the year after fiscal year ends June 30. Write letters of thanks to attendees.

Timeline for speech project – our 20th year.

JULY — Plan for new program when school starts: Assemble List of schools and contacts—health teachers. Create letter asking for time in their class. List of student comments. Results from Survey Monkey in letter – a summary. Prepare mailing to 200 schools, rotary clubs. Appoint and train speakers who will tell their story of recovery, and one who talks. Send for, download and copy National Institute of Mental Health (NIMH) materials. Prepare publicity – “2000 talks to 14,000 students – on how to stay mentally healthy”; or announcements to papers on talk on their island.

AUGUST — Continue planning for program. Write letters to former teachers where gave speeches. Prepare packet for sending with addresses. Ask teachers to write letters of recommendation if they are at school. Improve slide show using teacher suggestions. Supplies/Equipment Organization and Inventory. Last minute touches to slide show. Schedule talks at schools. Train speakers with slide show.

SEPTEMBER — Calls are made to schools with follow-up letters. Book schools. If a Neighbor Island school gives us a date, call other schools in that area in order to talk to as many schools as possible (maximize trip value). Try publicity on the island chosen, announcing upcoming speeches to schools, and club. Start making talks and analyzing, posting evaluations in survey Monkey. List quotes for future letters. Mailer sent to no less than 200 schools and clubs to take advantage of non-profit bulk rate postage. Do one neighbor island series of talks to schools.

OCTOBER — Continue making and booking talks, as many on Oahu as possible, with a week on each island (for example we spoke to five different schools with 15 speeches and 1200 teens). Do at least one neighbor island.

NOVEMBER to MAY — Continue speeches, calls. Thank you notes to teachers, classes. Sending comments from their students to them. Concentrate on summer schools, community groups

JUNE — After school season summary, Tally of talks and comments. Budget tally, (Program Evaluation; Performance Evaluations; Policy Review and Handbook Revisions, etc.). Concentrate on community groups, mental health programs.

JULY-AUGUST – Continue to speak to clubs and organizations, plan for next school year.

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

We use quantitative/qualitative and process/result-oriented indicators such as:

- Number of support groups and topics covered
- Number of support group participants served
- Number of participants who complete the BRIDGES curriculum
- Number who become support group facilitators or school outreach staff
- Number who gain regular employment outside of the program
- Consumers who are given part time work at USH
- Observations of program participant success by USH Director and facilitators

The greatest strength of the USH approach is also the greatest risk to our program. Since we focus on empowering mental health consumers and rely on them to mentor their peers and conduct classes, we need to carefully yet respectfully evaluate their performance in order to maintain the quality of the program. For this reason, we collect not only the output data described above such as the number of participants who complete the BRIDGES curriculum, but also qualitative data from satisfaction surveys and anecdotal observations on the performance of individual peer mentors and class facilitators. Another way of ensuring quality, is through training at the front end. Every USH peer mentor or class facilitator undergoes a quarterly group training, private individual training and may also receive individual coaching from the executive director as needed.

For this project we will use the following specific evaluation methods/tools:

GOAL: Stabilization & Recovery

- **Objective 1:** Increase the number of persons taking classes or participating in support groups to 650 unduplicated persons, as measured by attendance sheets collected by class facilitators.
- **Objective 2:** Increase the number of persons who find and stay in regular employment to 20% of participants, as measured through monitoring and a satisfaction survey administered at course end, as well as a survey of all program participants.
- **Objective 3:** Reduce the relapse rate to below 5%. Attendance will be noted by the support group facilitator; follow-up/investigation by facilitator to find out reason for no show/dropout.
- **Objective 4:** Ensure that participants in our program attain a higher level of functioning and well-being, as measured through a satisfaction survey

administered by the support group facilitator and a program participant survey administered by USH staff.

GOAL: Mental Health Awareness Among High School Students

- **Objective 1:** Give 150 presentations on mental health at high schools statewide and assess the impact of the presentations using evaluation forms collected after each presentation.
 - **Objective 2:** Recruit 50 mental health consumers to give presentations at high schools as measured by communication with the schools.
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.

GOAL: Stabilization & Recovery

- **Measure 1:** # of unduplicated persons served.
- **Measure 2:** % of persons who find and stay in regular employment.
- **Measure 3:** Relapse rate.
- **Measure 4:** Summary of Survey Results

GOAL: Mental Health Awareness Among High School Students

- **Measure 1:** Summary of Evaluation Feedback (Quantitative & Qualitative).
- **Measure 2:** Visits Recorded.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$30,951.25	\$30,951.25	\$30,951.25	\$30,951.25	\$123,805.00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.

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.

N/A

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2021 for program funding.
 - Federal National Institute of Mental Health, \$7,500 (annual)
 - Substance Abuse and Mental Health Services Administration (SAMHSA), \$95,000 (3-year through 2019)
 - Department of Justice, Alcohol & Drug Abuse Division, \$96,000 (1-year from Aug. 2019)

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

\$32,815.53

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

United Self-Help has been in existence since 1986. The programs (support groups and curriculum such as BRIDGES classes, speeches) for which we seek funding are existing programs many of which we have run for over 20 years. Moreover, USH's reliance on mental health consumers to conduct classes and mentor their peers not only minimizes costs, it also has ensured the longevity of the program, as we are able to tap into a steady stream of such peer mentors and class facilitators. Satisfaction surveys of support group participants are conducted regularly to ensure that a high level of quality is maintained.

General oversight of the program is conducted by Bud Bowles who has been Executive Director of USH for 20 years. Prior to that Bud served on the board for three years. Bud infuses the organization with his enthusiasm and ensures that it remains true to the original mission.

The board of USH fulfills an oversight and consultative role. It is comprised of nine members including mental health practitioners, mental health consumers and legal experts. Executive Director Bowles reports to the board regularly and consults with the board and gets approval for major strategic or financial decisions.

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.

United Self Help's offices are located at 2909 Waiialae Ave, Honolulu, HI 96826. We have two 10 x 20 ft. rooms for work projects and a 10 x 14 ft. room for prison and consumer storage plus clothing racks for prisoners and consumers who need clothes. In addition, we rent a large auditorium that can accommodate approximately 150 people at the Waikiki Health Center for our regular monthly social event. We also have rooms there for support groups and part-time counselor.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

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

Aside from the executive director, we work exclusively with a paid staff of mental health consumers. To protect their confidentiality, we are unable to reveal their last names. All are part time, and work as temporary independent contractors, as our goal is to get them to move on and find a better job with higher pay and benefits. Working at United Self Help, however, gives them the self-esteem to succeed.

Bud Bowles, Executive Director

Bud has been with United Self Help as Executive Director since 1999, after serving on the Board of Directors for three years and as Program Director. Bud is a graduate of the University of Hawaii with a bachelor's degree in Marketing, and a master's degree in Social Work (MSW). He is also a Certified Psychosocial Rehabilitation Practitioner (CPRP) and a Hawaii Certified Peer Specialist (HCPS). During his career at United Self Help, the agency started with four support groups and 55 people. Today USH has 19 support groups, Bridges Education Classes on how to cope with mental health challenges, the warm line, a Fourth Friday celebration every month, computer classes, and free computers for members. Bud has won a Weinberg Foundation Achievement in Management Award four times for his innovation and tenacity. He has also been on the board of the Mental Health Association for ten years, and the National Alliance for Mental Illness. Bud has given more than 2000 talks to more than 14,000 people on mental health to Rotary Clubs, care home operators, schools and other groups, in order to combat stigma. Prior to his career in mental health, Bud was Advertising and PR Director for Holiday Mart for 5 years (before it became Daiei and Don Quixote), Public Relations Director for Sheraton Hotels in Hawaii, and the first Promotion Director for Pearlridge Shopping Center. He also ran his own advertising agency for 20 years. Bud retired as a Major in Public Affairs from the Hawaii Army National Guard where he served for 23 years.

Mark P., Head of Prison Peer Mentoring (handling prisoners who max out)

A real self-starter, Mark has a drone business and has peer mentored scores of prisoners part-time over the last three years. He is an air force veteran. Mark has an exceptional ability to share his story and empathize with former prisoners and become their best friends through similar experiences and his story of success through dedication.

Moana P., Bookkeeper and Office Manager

Moana has been with us for more than five years. She has played an essential role in organizing the office, paying bills, and working as accountant under the direction of a CPA. Under this supervision, she has learned the field of accounting with Quickbooks and also has her own cleaning and peer mentoring company for the disabled.

David I., IT Manager

David has been with United Self Help for more than 18 years. He is a highly-skilled computer technician. When we took a computer to the Apple store and were told it could not be fixed, David was nonetheless able to repair it. He has established our IT infrastructure and teaches computer classes once a week to USH peers. He also restores and provides free computers to those who are in our programs. David now has his own computer repair business, in addition to working at USH.

Tonya P., Billing & Admin.

Tonya is a graduate of the UH Richardson School of Law. She handles the complicated billing for our prison grant and is in charge of our Facebook page.

Lynn I., Producer

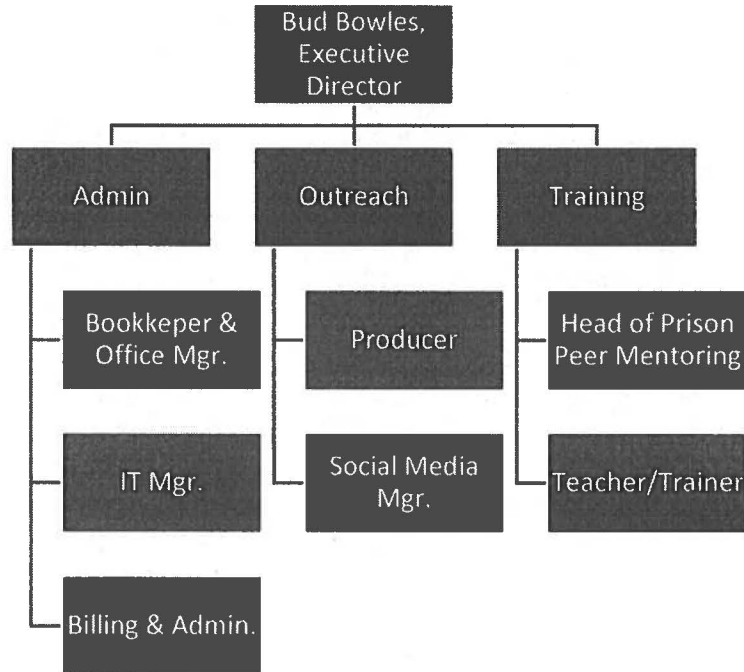
Lynn has been with us for more than five years. She has a wedding filming business, and also produces our two, 30-minute "Mental Health Matters" shows on 'Ōlelo which air 3 times per week,

Linda T., Head Teacher/Trainer

Linda is a former teacher and has been with us for 18 years. She has taught BRIDGES, the Self-Esteem Class, led the Book Club support group, and also has her own business tutoring others.

2. Organization Chart

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



3. Compensation

The applicant shall provide 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.

Executive Director, \$57,515
Prison Contract Administrator, \$12,000 (contractor)
Bookkeeper/Office Manager, \$6,000 (contractor)
IT Manager, \$6,000 (contractor)

VII. Other

1. Litigation

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

None

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

N/A

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. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

N/A

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 2020-21, but
- (b) Not received by the applicant thereafter.

USH's operating model is highly efficient in that we work primarily with contractors for services (accounting, legal, psychiatric advisory, etc. as advisors) and we hire recovering or recovered mental health consumers. The latter are paid a modest amount (\$20/group and \$15/hr. in the prisons program) to facilitate the support groups, give talks at high schools and help run the prisons program. This approach helps to provide mental health consumers with the opportunity to get involved and get back on their feet while keeping costs to a minimum by obviating the need to hire a large staff.

After a period of relative over-reliance on federal grant funding, USH has recently begun applying for grant funding from private foundations. While we have only just begun to apply with private foundations, we have so far secured \$15,000 in FLEX grant funding from the Hawaii Community Foundation. We intend to further develop this source of funding.

To further increase our financial resilience, we are also increasing efforts to raise funds from private donors. Over the remainder of FY 2020 and into FY 2021 we intend to develop relationships with psychologists and psychiatrists in Honolulu County. They are potential source of donations as USH provides the support services, sense of community, and self-esteem to their patients that complements treatment or alternatively USH can support patients who have discontinued treatment.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: United Self Help

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	53,636			
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	53,636			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	25,000			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	29,073			
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9. Newsletter Graphic Design & Publishing	1,000			
10. Fourth Friday Monthly Event	4,096			
11. Warm Line	11,000			
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	70,169			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	123,805	0	0	0
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	123,805	William Bowles (808) 561-1837		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0	Jan. 17, 2020		
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET	123,805	William Bowles Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES
 Period: July 1, 2020 to June 30, 2021

Applicant: United Self Help

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$57,515.04	75.00%	\$ 43,136.28
Producer (Ōlelo Production)	1	\$500.00	100.00%	\$ 500.00
Support Group Leaders	1	\$10,000.00	100.00%	\$ 10,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				53,636.28
JUSTIFICATION/COMMENTS:				