

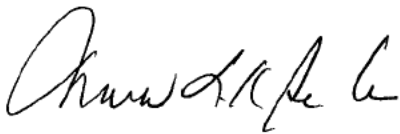
**2024 State of Hawaii GIA
CIP
Grant Application**

**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) Hawaii Compliance Express Certificate (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



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

1/19/2024

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

**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 a:

Adult Friends for Youth

Amount of State Funds Requested: \$ 900,000

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

This grant will be used to acquire a building that will be used to provide target youth with Redirectional Therapy (RT) services. It will provide youth with a safe space to reduce/terminate their violent tendencies and support their academic achievement. The building would ultimately help to create safer communities for everyone.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ 3,431,221

Unrestricted Assets:

\$ 1,376,409

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 Street, B-290

City: Honolulu State: HI Zip: 96819

Contact Person for Matters Involving this Application

Name: Deborah L.K. Spencer-Chun	Title: President & CEO
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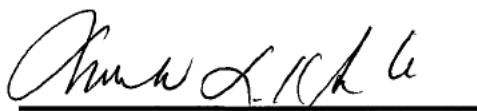
Email: deborah@afyhawaii.com	Phone: (808) 833-8775
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Federal Tax ID#:

██████████

State Tax ID#

██████████



Authorized Signature

Deborah L.K. Spencer-Chun, President & CEO

Name and Title

1/19/2024

Date Signed



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: ADULT FRIENDS FOR YOUTH

DBA/Trade Name: ADULT FRIENDS FOR YOUTH

Issue Date: 01/16/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: XX-XXX4581
UI#: XXXXXX5913
DCCA FILE#: 65860

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

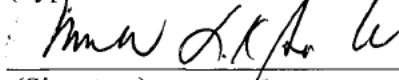
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i 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, Hawai'i 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; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawai'i 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
(Typed Name of Individual or Organization)

 1/19/2024
(Signature) (Date)

Deborah L.K. Spencer-Chun President & CEO
(Typed Name) (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

This grant will be used for the acquisition of a building that will be used to provide target youth with Redirectional Therapy (RT) services. It will provide youth with a safe space to reduce/terminate their violent tendencies and support their academic achievement. The building would ultimately help to create safer communities for everyone.

(3) The services to be supported by the grant

In addition to the purchase and renovation of the proposed building, services that would be conducted at the building include but are not limited to: community outreach and engagement, assessment, group and individual counseling, referrals, case planning, educational support (i.e. tutoring), connections to other service providers, and case closure. A special focus would be on providing youth with experiential learning opportunities involving community partners and providing complementary services at the location.

(4) The target group

AFY's target population consists of disadvantaged youth, male and female, who come from low-income backgrounds, are prone to violence and criminal activity, and are at a high risk for academic failure. AFY's MAC program targets status-offending youth on the Leeward Coast, HPD District 8.

(5) The cost of the grant and the budget

The overall project will cost \$3,000,000. The total budget requested for the State Grant in Aid is \$900,000.

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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

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.

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;

AFY began as a federal grant and was incorporated in 1986 to redirect the destructive behavior of high-risk youth. We are a leading agency in Hawaii that eliminates violence and creates peace in schools and communities. Through our programs, we break the cycle of incarceration, poverty, and hopelessness in disadvantaged communities in Oahu. We accomplish this by outreaching to the highest-risk youth, addressing their violent/criminal behavior, and providing them with educational support, and experiential learning opportunities to help them achieve a healthy, happy, and meaningful life.

Redirectional Therapy (RT) serves as the foundation for all services and programs that AFY provides. It is AFY's therapeutic approach that is a field-tested, evidence-informed, replicable model that has been adapted from Carl Roger's Person-Centered Therapy. It involves trauma-informed care and helps develop social-emotional learning as well as coping skills. It also emphasizes academics as a path to stay away from violence and crime. RT utilizes philosophical and practice principles such as:

- People have the capacity to change
- AFY provides an environment that is genuine, caring, and nurturing
- Self-determination
- RT is non-judgmental
- The Redirectionalist communicates care and love
- The youth is always first

AFY provides high-risk youth from Kaimuki to Waianae with the following programs:

Counseling – Group and individual-level counseling is provided to high-risk youth through In-school Counseling Groups (on campus during school hours) and Neighborhood Counseling Groups (in the community during out-of-school time). 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.

Mobile Education Center (MEC) – Reconnects truant/chronically absent youth ages 10-25 to educational pathways to increase personal well-being, while simultaneously decreasing the propensity for youth violence in our communities. Educational pathways include traditional school, and alternative learning programs, as well as tutoring, credit recovery, and other educational and employment/career support, among others.

Mobile Assessment Center (MAC) – A diversion program for status-offending youth on the Leeward Coast that prevents them from entering the juvenile justice system and provides/connects youth with services that help them heal the root cause(s) for their offense. The program is conducted in partnership with HPD District 8 (Ewa/Makaha) and stops the school-to-prison pipeline.

PEARL Convention (Promoting Peace, Empathy, Acceptance, Love, and Respect) – AFY also holds an annual PEARL Convention that promotes the message of peace, empathy, acceptance, respect, and love in a hybrid event that is conducted over one week. The convention is a fun and engaging way to present content that prevents violence and makes schools and communities safer for everyone. Teachers receive resources and tools to continue the discussion about preventing bullying and promoting the message of PEARL. Evaluations are conducted and results provide AFY with the opportunity to evaluate and assess the program content to continuously improve the convention. Planning for the event is done by the PEARL committee and occurs year-round. The event is free of charge to all participants.

2. The goals and objectives related to the request;

AFY is requesting funding for the purchase of a property that will be used to provide services to redirect the violence/criminal activity of high-risk youth and prevent them from academic failure.

Our agency is seeking funding to secure a property that provides a safe space for youth to receive Redirectional Therapy (RT) services.

This building would allow AFY to 1) expand existing services in a secure and private location, 2) mitigate the impact of COVID – when the pandemic shut down social gatherings, our services were impacted because we were limited by the size of our current office space to safely conduct gathers; this building would provide more capacity should similar shutdowns occur in the future, and 3) the space would provide an area where youth can build social capital and develop networking skills.

There will be a strategic plan supporting the procurement of the building/property location. While it must be conveniently located for youth and family access, it cannot be a “storefront” property that is prone to “drive-by” shootings or crimes by different gangs/factions. It must be on “neutral” grounds where gang members do not feel threatened by their opposition.

It will allow more square footage to conduct Redirectional Therapy (RT) activities that can provide youth with experiential learning opportunities (AFY’s Six-Point Plan) to help them enter the mainstream and lead happy and successful lives. AFY’ Six Point Plan provides learning opportunities in real-life settings that expose youth to experiences that they can apply to real life. The activities include education, employment/career readiness, recreation and sports, social experiences, culture/spirituality, and community service. The goal of this proposal is to build a permanent minimum three-story building to help target youth build a pathway to future success through engaging in Six Point Plan activities.

Small office spaces for AFY staff will allow the agency to conduct individual counseling/RT sessions with youth in private settings. Due to their past experiences, high-risk/target youth do not trust adults and most service providers, especially if they have been through multiple systems. The judgment and mistrust that they have encountered over the years often create an emotional wall. It then magnifies as they are also not trusted by the mainstream. Having a location that is specifically for their enjoyment and development will break down those emotional walls and provide them with a safe space to be themselves. Trust and mistrust must be reciprocated. When they see that AFY staff exudes trust and respect, youth also begin to mirror it.

This safe space would allow us to invite youth into our private space as if we were inviting them into our own homes. It would make them feel trusted and valued, and help to develop their confidence with others. At AFY we view staff and youth, etc. as an extended family. We view our office as our second home where we can do work and feel comfortable. We also want youth to feel as though they have a safe and second home with AFY.

One of AFY’s principles is that youth and staff have mutual respect for each other. There is an open-door policy, from the president to the grant coordinator to outreach staff, which allows youth the ability to sit with any staff member whom they feel

comfortable with and ask for individualized support. All youth are welcome in our office spaces.

Private office spaces also allow field staff to decompress from the stressors they encounter during their work, where they often serve over 20 youth per day. The deep issues and stories that they listen to and encounter can cause mental and emotional fatigue. AFY's programs thrive on the foundation of RT, but most importantly, the staff who provide it. To carry out AFY's mission and prevent secondary degree trauma, a private safe space for the staff is imperative to collect their thoughts and process their emotions.

Another area of the building would be a shared working space for AFY programs as well as partners help to conduct the Six-Point, experiential learning plan. Showers, as well as washers and dryers, would be available for youth to use to meet their hygienic needs as many youths couch surf from day to day. There would also be a storage unit to hold essential items. We currently rent three units at Hawaii Self-Storage. Having storage space within our building would provide cost savings that we could utilize for our youth.

The educational and employment/career readiness room will consist of a computer lab that could support activities that include but are not limited to tutoring, credit recovery, job applications, resume creation, presentations, and college/FAFSA applications. It will also serve as a space where partner organizations such as Purple Mai'a and Kinai'eha can conduct coding and GED classes respectively. In this room, youth can move toward accomplishing their goals.

The Spiritual/Cultural and Community Service room will consist of a space allowing participants to comfortably sit on the floor if necessary, and where a space for healing would take place. Activities such as 'reflection painting', Restorative Justice 'Circles', and other therapeutic activities will be conducted to heal past trauma and build positive coping skills for youths' development. This is a space where peace, empathy, acceptance, respect, and love (PEARL) toward themselves and others can be enriched. We also envision a space to allow Kupuna and youth to interact to build the bridge between generations. Too often we have witnessed a disconnect between the generations: 1) Great/grandparents are raising their mo'opunas (grandchildren), and 2) There has been much violence (robberies, purse snatchings) of Kupuna in our communities, with our youth often the perpetrators of the violence. We want to break those acts of violence between youth and their elders so that both sides can learn to appreciate each other.

The Social and Recreational room will provide amenities to make youth feel comfortable such as lounge chairs, tables, TV, etc. AFY youth have limited exposure to prosocial activities and interaction. Being a part of school clubs/sports, playing a musical instrument, or learning a hobby are often activities they would not explore. This room will serve as a space for the youth to build individuality and nurture their creative talents. It will be a space where they can be introduced to experiences and opportunities. For example, our community partner, Weed & Seed Hawaii, can bring in HPD to hold

leadership classes, and other partners can conduct services to better AFY's youth. This is the area for our youth to think about their actions and connect with others. It would allow a place for social capital and network building.

The area would also have an interactive conference room with the capacity for in-person, online, or hybrid meetings. This conference room will also serve as AFY's Crisis Response Center where meetings will be held for families and other service providers to connect and heal trauma. AFY will serve as the coordinator for the families to ensure that they are healing and receiving the proper help that they need during a time of trauma and crisis.

3. The public purpose and need to be served;

There are programs such as Boys and Girls Club, YMCA, and Bobby Benson that serve adjudicated youth. However, a permanent and private facility that would be a safe space for the highest-risk youth on Oahu to engage in prosocial and constructive activities is needed. Our youth have the propensity to cause havoc in schools, communities, and even their own homes. The AFY facility would be a safe space for youth and families to have respite.

This space would provide a time-out from the anger and violence they are experiencing. This would also allow families a short break in stressful situations involving their child. The COVID-19 pandemic and related shutdowns impacted the ability of many providers to conduct direct services. We were able to safely bring youth into our office in small gatherings. A larger building like the one we are proposing to purchase would allow us to safely provide services to a larger number of youth and to de-escalate volatile situations. During the pandemic, most community spaces were not available due to closures. It limited our staff's capacity to connect youth to other safe spaces. AFY's current office allows for only one counseling group to meet at a time. However, that does not allow us to meet the needs of all the youth we serve.

Our target population consists of youth who get suspended from school. The suspensions, whether short or long-term, only cause them to fall further behind in their studies and lesson plans. They miss class time and are not engaged to do their homework. Youth have shared that they do not even bother attending certain classes because they do not understand the material presented. Suspensions only widen that gap of knowledge and confidence. Once youth begin to fail classes, they are discouraged and begin seeking alternative programs or drop out altogether. This building will allow us to have a facility to provide services to youth during their suspension. They will be brought to the facility to complete assignments and receive the extra support they need to comprehend the material and continue to move forward in their education. Their mental/emotional health and educational needs will be met. But most importantly, it will be a "safe space". "They will be safe, not engaging in destructive or criminal behavior."

The proposed building will also be a facility to conduct mediation between rival groups, individuals, and families. Mediation is an essential component of creating safe schools and communities. It is an important service for our youth to solve issues peacefully and without further violence. Often, when an issue arises between groups, AFY staff will meet with multiple individuals, small groups, and whole groups to ensure they are ready for the mediation process. A bigger space would allow for multiple sessions (a larger capacity) where youth can honestly share their thoughts and feelings. AFY is currently in a mediation process between two housing complexes in Kalihi. A building would allow for a safe space to conduct this service. Furthermore, AFY envisions a Crisis Response Team to be the lead team that responds to youth who have encountered a homicidal crime/act within the family. AFY's goal is to reach the families alongside HPD and provide immediate services so they can begin to deal/heal their anger of the crime. Research from the Centers for Disease Control and Prevention has shown that risk factors for violence include being exposed to violence and conflict in their environment, and those factors increase if they are not addressed. We would only retain youth who need our service, typically the ages of 12-18. However, we would serve as the liaison/coordinator for families/organizations to connect and communicate especially for the children ages 5-11.

4. Describe the target population to be served; and

AFY's target population is Oahu's highest-risk youth who come from disadvantaged and low-income backgrounds. They are predisposed to violence, criminal activity, incarceration, and academic failure. We primarily serve minority populations. Approximately 35% are Native Hawaiian, 30% Micronesian/ Chuukese, 13% other Pacific Islander, and 14% Asian/Filipino. The remainder are African American, Hispanic, or White. This population is among those who have been disproportionately impacted by the pandemic. Youths typically range between ages 12-18. AFY serves a high population of youth living in low-income neighborhoods, homeless encampments, transitional shelters, or housing projects.

Low-income neighborhoods include Pupuole and Aniani streets in Waipahu and Lahaina St. in Waianae, among others.

Homeless Encampment includes Cedar Farms in Waianae Valley.

The transitional shelter includes Kealahou Shelter in Kalaeloa.

Housing projects include Mayor Wright Homes, Palolo Valley Homes, Kuhio Park Terrace, Kamehameha Homes, Kalihi Valley Homes, Salt Lake Apartments, and Ka'ahumanu Homes.

5. Describe the geographic coverage.

AFY will provide services, including crisis response services, to youth across Oahu. While this proposal is for a property/building, AFY understands that transportation is one

of the biggest barriers for youth to receive the services they desperately need. To meet that need, AFY has 6 company vans to connect our youth with services that the proposed building will provide.

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;

AFY currently possesses an office location near the Honolulu International Airport. That office is predominately used for administrative purposes, with a conference room that can be used to facilitate direct services to youth. However, it is not sufficient to serve the amount of youth that we work with. The proposed property/building will contain the essential areas to conduct developmental activities to heal their past trauma and build them a pathway to future success.

The proposed property/building will allow AFY to provide experiential learning opportunities under our Six-Point Plan that will help youth develop the skills and tools they need to re-enter the mainstream and become productive members of society.

AFY has experts and partners in place who are versed in property acquisition, as well as building development, renovations, and improvement. We also have access to volunteer labor and in-kind support which will help to minimize the overall cost of the project.

AFY has coordinated a property/building acquisition working group. Individuals from AFY staff include:

Deborah L.K. Spencer-Chun – Project Coordinator.

Lisa Tamashiro – Project Program working group member.

Siutiti Takai – Project Program working group member.

The individuals below are on a volunteer basis:

Mr. Wendall F. Brooks – Consultant to help locate and acquire the best property that will fit the real estate needs of AFY.

Mr. Ernest "Ernie" Martin – Consultant to handle the legal matters of the acquisition.

Mr. Bradford Harrison – Consultant of the financial capacity affairs of the project.

Mr. Damien Kim – Consultant of building capacity, design, and renovation improvements

Our team will identify the property/building to purchase, and design it to meet the needs of AFY's programs.

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

Quarter 1: Acquisition of property

Quarter 2: Design

Quarters 3-4: Construction and Equipment

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

The building committee/acquisition team will monitor all aspects of the building's procurement and development. All members possess unique expertise to make this project successful. Regular meetings will be conducted to monitor the timeline and budget presented in this application.

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.

- a. Adherence to the project timeline.
- b. Adherence to the stated financial budget.

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](#))

Please see the budget forms in attachments.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$0	\$0	\$450,000	\$450,000	\$900,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

1. City & County GIA
2. Office of Juvenile Justice Delinquency Prevention
3. Victims of Crime Act (VOCA)
4. Harold K.L. Castle Foundation
5. New York Life Foundation
6. Hawaii Community Foundation
7. W.K Kellogg Foundation
8. Central Pacific Bank Foundation
9. Hawaiian Electric Industries Charitable Foundation
10. Cooke Foundation
11. First Hawaiian Bank Foundation
12. Bank of Hawaii Foundation
13. Alexander and Baldwin
14. Alaska Airlines Foundation
15. Other private foundations

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not applicable.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2025 for program funding.

Please see the table of government contracts, grants, or GIA in attachments.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

\$1,376,409

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.

Since 1986, AFY has been providing RT services to Oahu's highest-risk youth. 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.

AFY has a significant amount of experience providing RT services to target youth. President & CEO Deborah L.K. Spencer-Chun, Vice President McKay Schwenke, Director of Operations & Special Programs Lisa Tamashiro, Director of Redirectional Services Siutiti Takai, and Assistant Director of Redirectional Services Solomona Levi make up the administrative team at AFY. Combined, they possess over 80 years of social work experience targeting high-risk youth with the agency. AFY's administration is responsible for hiring and training all staff, specialists, and support. They have established a standard of performance which all staff must reach and maintain. This ensures the quality of AFY's services remains 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.

Please see Section VI – Personnel: Proposed Staffing and Organization for further details on the individuals to be part of AFY's Building Acquisition Working Group in accomplishing the project.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

We have not located the facility but envision it to be in a neutral area between Kalihi and Pearl City that allows easy access to a freeway to service youth from Kaimuki to Waianae. It must be “off the beaten path” in comparison to a storefront or roadside to prevent rival groups from having easy access to our building. This is important to protect the youth we serve from drive-by shootings and other acts of targeted violence. Those threats present huge safety issues to youth and staff.

Decades ago, territories were specifically crip or blood neighborhoods (e.g. KPT and Kam IV). However, over time as families are immigrating to other communities, we are seeing mixed gangs within housing projects. They can co-exist, but when one fight breaks out between them, gang members have to figure out who to align with. This complicates the situation. One fight can lead to weeks of altercations. Agencies need the skills and knowledge of the gang and community structure to prevent situations from escalating to the community at large. There is also a need for a safe, designated building, to work with rival gangs to prevent and intervene in violence. In the past, AFY has taken groups as far as Hawaii Kai and to other areas they are unfamiliar with to prevent retaliation as we conduct mediations, underscoring the need for a safe space.

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.

Individuals from AFY staff on the Building Acquisition Working Group include:

Deborah L.K. Spencer Chun

Deborah Spencer-Chun has been with AFY since its inception, and has been the President & CEO since 2007. She is involved in all aspects of the agency, both financial and operational, and understands the needs of AFY, the youth we serve, and the property/building being purchased.

Lisa Tamashiro

Lisa Tamashiro is AFY’s Director of Operations & Special Programs. She is intimately involved in all aspects of AFY’s operations and will provide valuable insight into the

needs of the youth we serve, and the physical (building/renovation) requirements necessary to meet those needs.

Siutiti Takai

Siutiti Takai is AFY's Director of Redirectional Services. She specializes in community outreach and providing direct services to youth. She has extensive knowledge and awareness of the gangs on Oahu and how they operate. Her community outreach has created relationships with youths and family members across Oahu, creating a network of information and support which allows AFY to better fulfill our mission.

The individuals below are working in a volunteer capacity for this project.

Wendall F. Brooks III

Wendall Brooks is the Executive Vice President of CBRE, which is a global leader in commercial real estate services and investment. He provides strategic planning and evaluation of re-merchandising and redeveloping properties. Mr. Brooks specializes in the representation of property owners and occupiers within the Hawaii marketplace. He has over 32 years of experience, and oversees a portfolio of more than two million square feet and over \$1 billion in value.

Ernest "Ernie" Martin

Ernie Martin has had an extensive career with the City and County of Honolulu, serving as a council member as well as city council chair. He has an in-depth knowledge of government and will be involved in the legal matters of the project. He is currently an attorney for Sullivan Meheula Lee, and specializes in real property law and community engagement.

Bradford Harrison

Bradford Harrison recently retired as the senior vice president of First Hawaiian Bank's wealth management division. He has over three decades of experience managing financial assets and formulating investment and business strategy. He possesses the acumen and experience required to oversee the financial components of this project. He is currently an instructor at both Hawaii Pacific University and Chaminade University in the subjects of Marketing and Business Management. He is also currently AFY's Chair of the Board.

Damien Kim

Damien Kim works at the International Brotherhood of Electrical Workers Local 1186, where he is currently the business manager, and has served as its past president. His additional past experience as a Foreman has provided him with vast experience with construction projects which he will apply to this grant project. Damien is also the President of the Hawaii Building and Construction Trades Council, AFL-CIO. He is also currently AFY's Vice Chair of the Board.

AFY's Board of Directors and Advisory Committee also possess skills and have access to resources in the following areas:

- Architecture
- Plumbing
- Sheet Metal
- Electricians
- Iron Workers

For the experience and capabilities of other individuals associated with AFY, please see the attached list of AFY's Board of Directors and Staff Resumes.

Supervision

Project Coordinator and AFY President & CEO will supervise all aspects of this project. The Building Acquisition Working Group will monitor the building acquisition process (including timeline), financing, and development/renovation.

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.

Please see attachments.

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.

President & CEO – \$125,000

Director of Operations & Special Programs – \$66,000

Director of Redirectional Services – \$57,000

VII. Other

1. Litigation

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

AFY has no pending litigation.

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.

Ernie Martin – Member of the Hawaii State Bar Association

Damien Kim – State of Hawaii Electricians License

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.

This 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 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

In addition to funding that would be received through this grant-in-aid award, AFY possesses a diversified Board of Directors and partner organizations that could provide support with identifying funding for building maintenance, etc. AFY also utilizes a funding strategy through which we identify additional funding sources, both public and private, should the need arise. Fundraisers throughout the year could also be used for support. This grant award in combination with a previous State CIP GIA award would be utilized to purchase the proposed property/building. If the combined awards are not sufficient for the purchase of the property/building, other options, including obtaining a loan will be explored. One significant challenge that has caused the delay in the building acquisition process is the fact that most properties that fit AFY's specifications were leasehold when we were looking for something that is fee-simple. Members of the project working group continue to search for buildings and/or properties that meet the project's needs.

Attachments

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

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)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	900,000			
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	900,000	Deborah L.K. Spencer-Chun (808)833-8775		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		<i>Deborah L.K. Spencer-Chun</i> 1/17/24		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	900,000	Deborah L.K. Spencer-Chun, President & CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

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)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS: Not applicable.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Adult Friends for Youth

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS: Not applicable.				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Adult Friends for Youth

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION	750000		900000			
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	750,000		900,000			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App: Adult Friends for Youth Contracts Total: 4,858,016

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Enhancing School Capacity to Address Youth Violence		OJJDP	U.S.	1,000,000
2	Hawaii State GIA - Operating	7/1/23-6/30/24	OYS	State	300,000
3	Hawaii State GIA - Operating	5/1/23-4/30/24	OCS	State	300,000
4	Hawaii State GIA - CIP	6/1/23-5/31/24	OCS	State	750,000
5	OYS PAL - Positive Alternative Learning	7/1/23-6/30/25	OYS	State	276,000
6	Girls in the Juvenile Justice System	10/1/22-9/30/25	OJJDP	U.S.	500,000
7	City & County GIA	11/1/21-10/31/22	DCS	Honolulu	200,000
8	City & County Gang Diversion	5/1/21-4/30/22	DCS	Honolulu	150,000
9	City & County GIA	11/1/20-10/31/21	DCS	Honolulu	125,000
10	Comprehensive Anti-Gang Programs for Youth	10/1/20-9/30/23	OJJDP	US	481,795
11	VOCA Victims Assistance Grant Program	7/1/20-6/30/22	Dept of AG	State	185,221
12	Outreach & Advocacy Project	7/1/19-6/30/21	OYS	State	70,000
13	Outreach & Advocacy Project Supplemental 1	7/1/21-6/30/23	OYS	State	70,000
14	Outreach & Advocacy Project Supplemental 2	7/1/23-6/30/25	OYS	State	70,000
15	HI State GIA	7/1/19-5/31/21	OYS	State	380,000
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

Staff Resumes

Deborah L.K. Spencer-Chun

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

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

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

Training

- TIC Certified, RJ trained

McKay Max Schwenke

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

Lisa Tamashiro

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

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)

Training

- YASI Certified
- TIC Certified

Siutiti Telesiaongo Takai

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

April 2021-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

April 2019-March 2021: Assistant Director of Redirectional Services

- Please see Position Descriptions

September 2015-April 2019: 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

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

Training

- YASI Certified
- TIC Certified
- RJ trained

Solomona Daren Levi

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 2020-Present: Assistant Director of Redirectional Services

- Please see position descriptions

August 2017-August 2020: 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

Training

- TIC Certified
- RJ trained

Skye Parker

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

Training

- TIC Certified

Jacqueline L. Espejo

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

Training

- TIC Certified
- RJ trained

Gabe Fidow

Education

2011: Associate of Applied Science in Criminal Justice

Skills and Abilities

- One and a half years of related academic credentials with courses in Security Management, Law Enforcement Operations, and Liability and Ethics Paperwork and reporting
- Excellent communication skills
- Ability to provide outstanding customer service and very friendly
- Hardworking and dependable
- Listens attentively and follows directions
- Handles confidential information with discretion
- Ability to create and write reports
- Proficient in Microsoft Office
- Bilingual – English and Samoan

Professional Experience

June 2022-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

September 2020-June 2022: Volunteer & Veterans Activities Coordinator, U.S. VETS Barbers Point, Honolulu, HI

- Developed, promoted, and maintained a wide range of volunteer opportunities within the U.S. VETS site
- Coordinated volunteer application process in conjunction with Human Resources as needed and recruits, interviews, and places applicants for volunteer work to support site activities, events, and program departments Offered insightful feedback and motivation to inspire students to work towards reading goals

September 2013-September 2020: Case Manager, U.S. VETS Waianae Civic Center, Waianae, HI

- 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

Jason Nakamaejo

Professional Experience

September 2023-Present: Redirectional Specialist, Adult Friends for Youth, Honolulu, HI

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

September 2020-May 2022:Metropolitan Police Lieutenant, Honolulu Police Department, Honolulu, HI

- Primary duties of field commander
- Experienced working all Watch Shifts
- Handled administrative duties for the entire patrol district
- Conducted and reviewed internal investigative reports
- Compiled weekly statistical reports for review by Patrol Bureau Chief

June 2012-September 2020: Metropolitan Police Sergeant, Honolulu Police Department, Honolulu, HI

- Supervised all runaway detail officers
- Reviewed and approved follow-up and arrest reports
- Created and implemented operational plans to apprehend and recover runaway juveniles
- Investigated financial and major crimes

November 1997-June 2021, Honolulu Police Department, Honolulu, HI

- Assigned to various patrol and specialized divisions

Tracie-Anne Lee

Education

2022: Bachelor of Science in Psychology – Minor in Social Work

Professional Experience

August 2023-Present: Redirectional Associate, Adult Friends for Youth, Honolulu, HI

- Co-facilitates Redirectional services with Redirectional Specialists
- Conducts intake and completes other necessary documents for clients

April 2023-June 2023: Certified Nursing Assistant (CNA), Always Best Care Senior Services, Honolulu, HI

- Provides one-on-one care to help elderly individuals fulfill their physical and emotional needs.
- Assists with daily living activities including bathing, dressing, grooming, toileting, and feeding.
- Observe elderly individuals for any notable changes in behavior, emotion, or physique.
- Promotes independence of clients within reasonable and safe limits.
- Encourages transparency regarding any client concerns.
- Aims to foster emotional and mental comfort by recognizing clients' worth and well-being.

September 2021-December 2021: Registered Behavior Technician (RBT), Autism Comprehensive Educational Services, Waipahu, HI

- Integrated Applied Behavior Analysis (ABA) to execute a personalized therapy program.
- Fulfilled tailored treatment plans by working one-on-one with children diagnosed with autism.
- Continuously assessed children's behaviors using Central Reach ABA software.
- Clarified rules, set boundaries, and recognized ideal behavior progression encouragingly.
- Participated in group activities with other children and RBTs to maximize social exposure.
- Created a nonjudgmental, positive environment for children to thrive in.
- Communicated professionally with children's families to ensure awareness of progress.

Wyatt Young

Education

Current: Current: Masters of Social Work, Hawaii Pacific University, Honolulu, HI – Expected graduation date: 2024

2021: Bachelor of Arts in Psychology, University of Hawaii at Manoa, Honolulu, HI

Professional Experience

September 2023-Present: Redirectional Specialist, Adult Friends for Youth, Honolulu, HI

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

January 2022-November 2023: Team Lead/Lead Trainer, eWorld Enterprise Solution, Honolulu, HI

- Provided dynamic and efficient training sessions
- Exhibited proficiency to train others in various topics
- Successfully resolved high-stress calls and escalated situations
- Supported operations manager in maintaining oversight of operations
- Ensured efficient and knowledgeable handling of SNAP and financial assistance calls

December 2020-January 2022: Server, Panya Bistro, Honolulu, HI

- Provided exceptional customer service and maintained professionalism
- Enhanced communication skills and problem-solving abilities
- Exhibited leadership qualities while delivering outstanding hospitality

June 2015-November 2020: Supervisor/Team Leader, Honolulu Coffee Company, Honolulu, HI

- Demonstrated leadership, hospitality, and organizational skills
- Developed effective communication and problem-solving abilities
- Cultivated an open-minded and patient approach in a fast-paced environment

Skills

- Hospitality
- Technology proficiency
- Communication
- Organization and prioritization
- Collaboration and teamwork
- Microsoft programs
- Problem solving

DJ Hadley

Education

Current: Enrolled at Kapiolani Community College, Honolulu, HI

2020: Farrington High School, Honolulu, HI

Professional Experience

July 2021-Present: Redirectional Associate, Adult Friends for Youth, Honolulu, HI

- Co-facilitates Redirectional services with Redirectional Specialists
- Conducts intake and completes other necessary documents for clients

March 2020-July 2021: Educational Assistant, Adult Friends for Youth

- Tutored and provided overall educational support to youth in AFY's programs

Tiana Kamakana Mary Maafala

Education

Current: Enrolled at the University of Hawaii, Manoa, Honolulu, HI

2021: Damien Memorial School, Honolulu, HI

Professional Experience

August 2021-Present: Redirectional Associate, Adult Friends for Youth, Honolulu, HI

- Co-facilitates Redirectional services with Redirectional Specialists
- Conducts intake and completes other necessary documents for clients

Volunteer Experience

2015-present: New Hope Oahu

- Prayer and data entry ministry

2020: Teacher's Assistant, St. Patrick's School-Summer Program, Honolulu, HI

- Teacher's assistant for 3rd and 4th grade students in the afterschool program
- Teacher's assistant for Pre-K through 4th grade in Hawaiian studies

2018: Administrative Assistant, Damien Memorial School, Honolulu, HI

- Provided administrative and miscellaneous support

2017: Teacher's Assistant, St. Patrick School-Summer Program, Honolulu, HI

- Teacher's assistant for Pre-K students in the afterschool program

2017: Kapolei Public Library

- Filed and organized books

Awards and Acknowledgements

2018-2021: 2nd Honors

2021: Volunteer hours recognition

2021: Joseph Kovaloff Inspirational Award

Otto “Sa” Tua

Education

May 2000: Solon High School, Solon, IA

Skills

- Office work
- Computer software
- Case managing/Working with people

Professional Experience

Jan 2022-Present: Redirectional Associate, Adult Friends for Youth, Honolulu, HI

- Co-facilitates Redirectional services with Redirectional Specialists
- Conducts intake and completes other necessary documents for clients

Jun 2015-Oct 2021: Guest Services Assistant, Institute for Human Services, Honolulu, HI

- Professionally interact with, support internal HIS policies and carry out daily site-specific and organizational procedures that create a culture of hospitality, trust, and respect
- Work collaboratively with respective IHS program staff and outside partners to ensure the consistent delivery of services to guests
- Observe guest behavior as needed to recognize behavioral changes in an effort maintain a safe environment
- Keep an accurate account of all events occurring during shift in the Daily Operations Log and ensure vital information is passed on during shift changes
- Diffuse verbal and physical altercations in a non-violent manner using Crisis Prevention Intervention techniques
- Answer phones at designated sites and/or perform reception duties as necessary

Jazlin Baldoz

Education

Current: Bachelor of Social Work, Hawaii Pacific University, Honolulu Hawaii – Expected graduation date: 2024

Professional Experience

October 2022-May 2023: Paraprofessional Tutor for Students with Special Needs, Palolo Elementary School, Honolulu, HI

- Supported students in developing life skills, following classroom routines and managing behavior
- Developed strategies to meet the needs of students with a variety of disabilities
- Created an inclusive learning environment by demonstrating respect for diverse cultural backgrounds

May 2022-August 2022: School Age Teacher, Livermore Laboratory Employee Services Association, Livermore, CA

- Implemented behavior management policies while promoting respect among peers
- Communicated effectively with parents and guardians regarding student's progress or concerns
- Collaborated with teachers on lesson planning and instructional strategies
- Developed positive relationships with families and colleagues

December 2020-May 2021: Office of Student Assistant, Hawaii Pacific University, Honolulu, HI

- Developed effective methods for data entry and filing paperwork in an organized manner
- Created spreadsheets using Microsoft Excel for tracking inventory levels or budgeting expenses
- Utilized various computer software applications to manage office operations efficiently

Chelsea B. Bangloy

Education

Current: Bachelor of Social Work, Hawaii Pacific University, Honolulu, HI

August 2016-May 2020: Associates of Human Services, Honolulu Community College, Honolulu, HI

Professional Experience

July 2014-February 2015: Radio Shack, Honolulu, HI

February 2015-July 2017: First Hawaiian Bank, Honolulu, HI

August 2017-September 2019: Hale Nani Rehabilitation Nursing Center, Honolulu, HI

Tiare Maafala

Education

2009: Kalani High School, Honolulu, HI

Skills and Abilities

- Project coordinator experience
- Call center supervisor experience
- Dedicated to process improvement
- Devoted to data integrity
- Strong problem-solving ability
- Telecommunications knowledge
- Training manual contributor
- Proficient in Microsoft Office: Word, Excel, etc.

Professional Experience

August 2020-Present: Executive Assistant, Adult Friends for Youth, Honolulu HI

- Conducts financial transactions
- Maintains financial records
- Serves as a liaison with the agency's accountants and auditors
- Complies and maintains agency database
- Provides administrative duties
- Assists with agency logistics

November 2015-August 2020: Contract Administrator, Johnson Controls, Honolulu, HI

- Book commercial fire alarm system projects
- Upkeep relationship and project status between customers and employer
- Organize floor plan drawings and submit for certification with the state
- Order and coordinate delivery of material to construction site
- Organize, monitor, and collect invoice payments

June 2012-November 2015: Lead Public Safety Dispatcher, Ala Moana Shopping Center Security, Honolulu, HI

- Determine between priority calls, requests, and/or complaints
- Train other Public Safety Dispatchers to properly multi task between radio transmissions, phone calls, and electronic record keeping
- Input electronic records of communications
- Answer, assist, and assess circumstances and situations with security personnel

June 2010-August 2012: Office Clerk, State of Hawaii Organization of Police Officers Union, Honolulu, HI

- Organized insurance files of past and present union members
- Created electronic record keeping system to match hard copy filing system
- Composed portfolios used in union negotiations and arbitration hearing
- Assisted office management with retrieving and distributing mail
- Answered and filtered general phone calls
- Provided training to incoming office clerks

Aaron M. Hare

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

Training

- TIC Certified
- RJ trained

Crimson Maafala

Education

May 2017: University Lab School, Honolulu, HI 96822

Professional Experience

August 2022-Present: Special Programs Assistant, Adult Friends for Youth, Honolulu, HI

- Assists in planning and coordinating special programs/events
 - Annual fundraiser, annual student convention
- Supports staff with logistical and administrative work
- Solicits for donations
- Maintains records related to events and programs
- Ad-hoc duties including but not limited to, guest list management, silent auction set-up, event break down, etc.

April 2020-Present: Home Baker, Pineapple Moons, Honolulu, HI

- Provide tasty homemade desserts for all customers
- Manage labor, maintenance and supply costs to maximize profitability
- Organize all orders for the day of sales (Friday & Saturday)
- In control of social media (instagram page) making daily posts, updating availability/products et

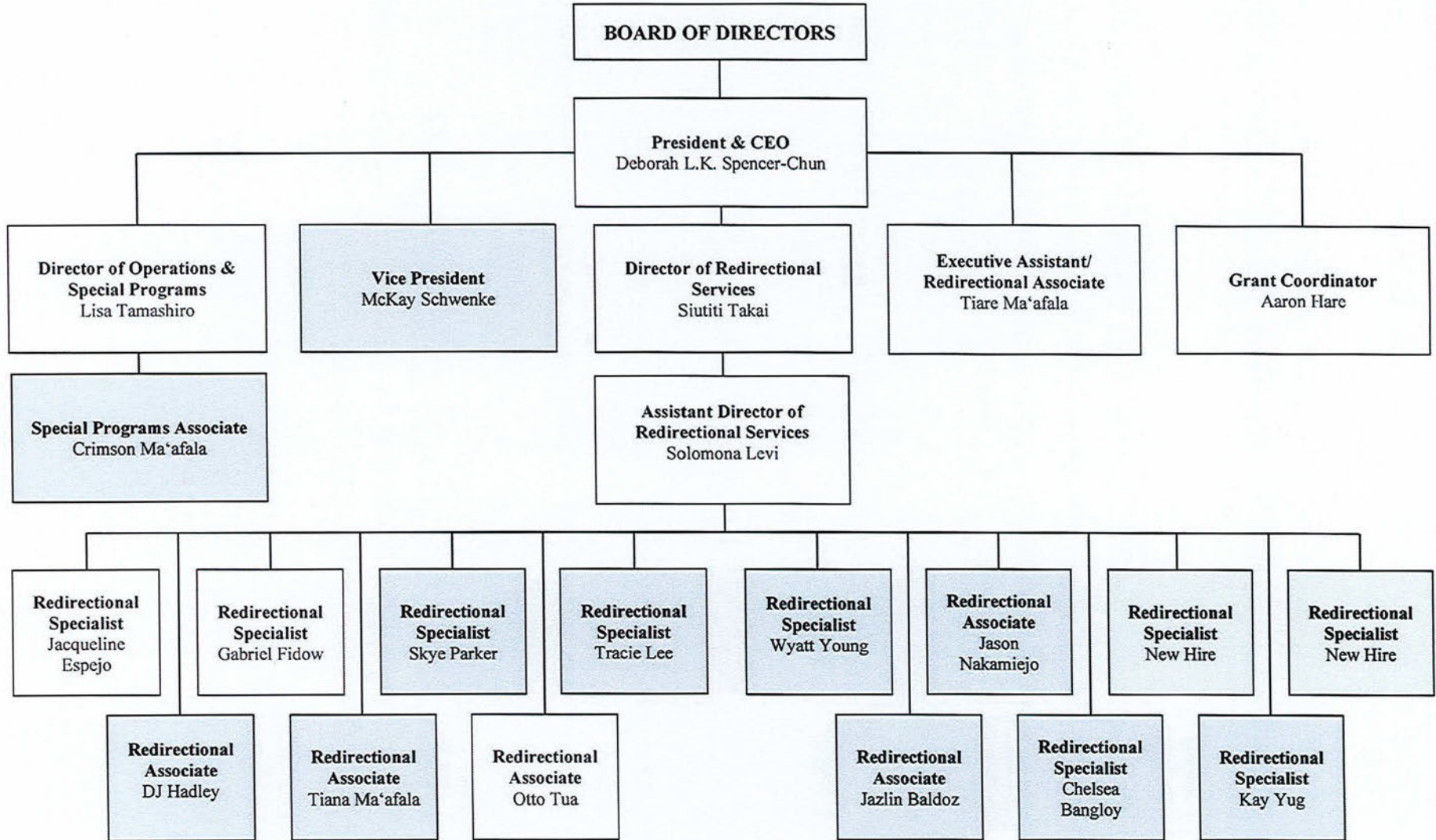
January 20218-April 2020: Cleaner, Dream Team Cleaners, Honolulu, HI

- Provided excellent cleaning services as directed by homeowners, vacation rental owners and/ or construction clean-ups
- General duties included: interacting with property owners, laundry, fixing of beds, wiping down living areas, window cleaning etc.
- Developed solid relationship with staff, customers and vendors
- Kept all areas clean, organized and in line with company, professional standards
- Worked effectively with diverse team to accomplish daily objectives and meet long-term goals

August 2018-June 2019: Teacher Assistant, Grays Harbor College, Aberdeen, WA

- Created student work schedules on computer
- Compiled, maintained, and filed all reports and student work
- Troubleshot problems and developed successful solutions
- Managed files and continuously updated and organized records

Adult Friends for Youth Organization Chart



Key

Vacant position

Part-Time

Notes

- Special Programs include youth services, i.e. MAC (Mobile Assessment Center), social capital networking, community service, coding, college prep, and others except PEARL.
- President, Vice President, and Directors provide Redirectional services as needed – all have experience & training in providing direct services.