

## 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



AUTHORIZED SIGNATURE

Jamal F. Wasan, President & CEO

PRINT NAME AND TITLE

January 17, 2024

DATE





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:** LOKAHI TREATMENT CENTERS

**DBA/Trade Name:** LOKAHI TREATMENT CENTERS

**Issue Date:** 01/16/2024

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]  
New Hawaii Tax#: [REDACTED]  
FEIN/SSN#: XX-XXX6653  
UI#: XXXXXX6205  
DCCA FILE#: 122467

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

## 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.

Lokahi Treatment Centers' (LTC) Hawaii Compliance Express Certificate dated January 16, 2024 is attached hereto immediately after cover page.

#### **2. Declaration Statement**

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

Lokahi Treatment Centers' (LTC) Declaration Statement is attached hereto.

#### **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](#).

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

Amidst the continued concerns surrounding COVID-19 and the alarming surge in Fentanyl and Opioid cases, the landscape of substance use and drug overdose deaths has evolved. The Centers for Disease Control and Prevention still emphasize a significant rise in these incidents, and the repercussions extend beyond the pandemic itself.

The persistent issues of social isolation and heightened anxiety, compounded by the prevalent Fentanyl and Opioid crisis, have prompted an even greater number of individuals to confront their struggles with depression and suicidal thoughts. The National Institute on Drug Abuse notes a sustained increase in substance use and drug overdoses, tracing back to the declaration of the COVID-19 pandemic as a national emergency in March 2020. The ongoing impact of the pandemic and the emergence of new health threats continue to present unique challenges for individuals dealing with substance use disorders and those on the path to recovery. The intricacies are further amplified when individuals grapple with co-occurring mental health issues, posing additional challenges to effective treatment.

Recognizing the heightened complexity of co-occurring disorders in the current scenario, Lokahi Treatment Centers (LTC) stands as a beacon of support. With the requisite certifications and a qualified staff, LTC is well-equipped to address the multifaceted challenges associated with substance use and mental health.

The intersection of substance abuse and mental illness often acts as a catalyst for homelessness, disrupting familial ties, causing job loss, and intensifying financial struggles. Individuals already facing economic hardships may find themselves at risk of losing housing due to the onset or exacerbation of addiction.

Regrettably, the intertwining issues of homelessness and addiction persist, hindering access to essential support for those grappling with both challenges. Untreated substance abuse and mental illness remain potent contributors to homelessness. Conversely, the experience of homelessness can lead to the development of substance abuse and mental health issues, as individuals turn to drugs and alcohol as coping mechanisms. The homeless population often contends with the added complexity of co-occurring psychiatric disorders, further complicating their living situations.

In alignment with the evolving public health landscape, the grant allocated to LTC will be instrumental in addressing the pressing needs of the homeless and at-risk-of-becoming-homeless population. LTC's commitment to providing tailored treatment services is a crucial step towards breaking the cycle, offering support, and fostering stability and recovery for this vulnerable demographic in the face of the ongoing challenges posed by COVID-19, Fentanyl, and Opioids. This initiative serves a paramount public purpose, striving to alleviate the intricate web of issues associated with substance use, mental health, and homelessness in our community.

## **II. Background and Summary**

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

When the crystal methamphetamine epidemic escalated on the Big Island in the late 1990s, Dr. Jamal Wasan, Ph.D. responded by founding Lokahi Treatment Centers (LTC). Services were quickly expanded to create an integrated model to address related mental health disorders, anger management and domestic violence. LTC treatment facilities are strategically located, making services available island-wide; Kona, Waikoloa, Honokaa, Hilo and Pahoa. LTC offers day, evening and weekend's programs, making treatment services available to everyone, regardless of their work schedule. LTC provides an integrated approach to treatment utilizing both cognitive-behavioral and existential psychotherapy which takes place within either a scheduled group or individual therapy that addresses the overlapping needs of each client.

LTC's mission is to provide the highest quality mental health and substance abuse treatment services that are culturally appropriate to Big Island adults, adolescents and children. This mission is accomplished through the use of an integrated approach to treatment utilizing both cognitive-behavioral and existential psychotherapy. This allows the individual to formulate a reason for changing and create strategies to experience emotional, cognitive, and spiritual growth.

Our guiding principles are as follows:

- We believe in a holistic approach to restore harmony and unity to the individuals, families and communities that we serve.
- We believe in the highest level of care, while respecting cultural values.
- We believe in outreach and assessment of community needs; and advocacy for the provision of those needs.
- We believe in strength-based and client centered treatment with linkages and referrals to other community-based resources for continued recovery.
- We believe in a non-judgmental approach with compassion, respect and dignity for all.

LTC addresses the presence of two or more disorders that can complicate diagnosis and treatment. Integrating both screening and treatment for mental and substance use disorders leads to a better quality of care and health outcomes for those living with co-occurring disorders.

LTC's comprehensive integrated treatment services includes the provision of education to abstain from the use of substances, the development of relapse prevention skills and a treatment plan, individual counseling to address other problematic factors, and case management services. LTC's continuum of care (levels of care) includes: Intensive Outpatient, Low-Intensity Outpatient, Outpatient, Continuing/After Care, and Prevention Programs.

LTC's early detection of a co-occurring disorder will improve outcomes and quality of life for participants, including, but not limited to:

- Discontinued substance use
- Improvement in psychiatric symptoms and functioning
- Increased chance for successful treatment and recovery for both disorders
- Improved quality of life
- Decreased hospitalization
- Reduced medication interactions
- Increased housing stability preventing homelessness
- Fewer arrests

LTC's multidisciplinary teams, including specialists in key areas of treatment, provide a range of services to clients. Team members include mental health and substance use disorder treatment counselors, case managers, and a psychiatric provider. This will help participants to:

- Remain in treatment for full course of recommended services
- Remain abstinent from substances
- Remain in after-care to reduce recidivism rates
- Increase social supports at time of discharge- compared to admission
- Master skills to manage triggers
- Reduce delinquency/crime - helping to build safe and healthy communities

LTC's programs utilize evidence-based methods and best practice standards that comply with the Commission on Accreditation of Rehabilitation Facilities (CARF) standards. CARF evaluates rehabilitation facilities' abilities to meet very strict standards that factor into higher success rates for clients. LTC has been accredited by CARF, at all office locations, since 2002 and is completed every three years. The most recent inspection occurred in February 2022.

Accreditation Decision: Three-Year Accreditation

Programs Surveyed and Accredited:

Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Adults)

Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Children and Adolescents)

Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Criminal Justice)

LTC's clients receive client-centered and provider-driven care.

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

### I. Goal One: To reduce incidences of homelessness

Objectives:

- Conduct intakes and assessments for homeless/at risk individuals island-wide.
- Develop Individual Service Plans (ISPs) for each individual.
- Provide integrated care services that address both substance abuse and mental health issues simultaneously, improving overall outcomes for individuals experiencing homelessness.
- Provide case management services to ensure that clients comply with treatment recommendations and link them to LTC's partner housing providers to ensure a seamless transition from treatment to stable housing, reducing the risk of returning to homelessness.
- Communicate and collaborate with community health centers and primary care partners to ensure a seamless integrated care system.
- Provide referrals to community partners for resources as needed.

### II. Goal Two: To reduce the costs of homelessness to the state and county.

Objectives:

- Provide case management and integrated care services for homeless/at-risk individuals island-wide to reduce utilization of emergency services (e.g., emergency room visits, 911 calls, Hawaii County Police and Fire Department/EMS services, etc.).
- Implement preventive programs targeting at-risk of becoming homeless individuals to address the root causes of criminal behavior before it leads to legal issues, which will significantly reduce court and

correctional facility costs.

- Provide evidenced-based curriculum to address mental health and substance abuse issues, aiming to prevent individuals from entering the criminal justice system due to untreated conditions, which reduces the number of arrests and prosecutions related to offenses resulting from untreated conditions. Fewer arrests mean fewer law enforcement resources spent on investigations, arrests, and court proceedings.

III. Goal Three: To increase public awareness, health and safety.

Objectives:

- Provide health screenings and assessments for homeless/at-risk clients and link them to primary care if needed.
- Actively participate in homeless and other task force groups to provide education and awareness for the community with regard to our homeless population, as well as to develop and implement new strategies to combat homelessness with community stakeholders.
- Provide educational and awareness activities for our homeless/at-risk clients to ensure best practices in health and personal care.

IV. Goal Four: Enhance Sustainability and Long-Term Impact

Objectives:

- Develop and Implement Sustainable Funding Strategies
  - Identify and pursue diverse funding sources, including grants, public-private partnerships, and community collaborations, to ensure the long-term sustainability of homelessness reduction programs.
  - Establish a financial sustainability plan that minimizes reliance on short-term funding and fosters consistent support for ongoing initiatives.
- Monitor and Evaluate Program Effectiveness
  - Implement a robust monitoring and evaluation system to assess the impact of homelessness reduction programs under Goal One.
  - Regularly review key performance indicators and outcomes to measure the effectiveness of interventions and identify areas for improvement.
- Foster Community Engagement and Support
  - Conduct outreach activities to engage the community in supporting homelessness reduction efforts.
  - Establish community forums and feedback mechanisms to gather input, address concerns, and build a collective commitment to addressing homelessness on the island.
- Enhance Collaboration with Stakeholders
  - Strengthen partnerships with government agencies, non-profit organizations, businesses, and community leaders to create a unified and comprehensive approach to homelessness reduction.
  - Facilitate regular meetings and collaboration sessions to share information, resources, and best practices among stakeholders.



Implement Training and Capacity-Building Initiatives

- Provide training programs for staff, volunteers, and partner organizations to enhance their capacity in delivering effective services.
- Foster a culture of continuous learning and improvement to adapt to emerging challenges and opportunities in the field of homelessness reduction.

By focusing on sustainability and long-term impact, Goal Four aims to ensure that efforts to reduce homelessness are not only effective in the short term but also resilient and enduring, contributing to lasting positive changes in the community.

3. The public purpose and need to be served;

Substance abuse/mental health issues often leads to homelessness. Addictive disorders disrupt relationships with family and friends and can cause job loss. For people struggling to pay their bills, the onset or exacerbation of an addiction may cause them to lose their housing. LTC treatment services will help to reverse this and build safer and healthier communities.

Homelessness impacts everyone. From the costs of emergency shelters, to institutional health and psychiatric services and the criminal justice system, to the individual physical and mental health impact on every homeless person, the causes and effects of homelessness cost all of Hawaii County residents dearly.

LTC seeks to promote the recovery, self-determination, and inclusion of people experiencing addiction, psychiatric disability, and discrimination through focusing on their strengths and the valuable contributions they have to make to their communities.

4. Describe the target population to be served; and

LTC's target population to be served is the homeless/at-risk of becoming homeless population.

LTC's clients span a wide spectrum of race/ethnicity, age, gender and socioeconomic status. LTC will provide services to anyone who is need of assistance regardless of their ability to pay.

The CARF Accreditation determined that LTC is highly qualified to provide treatment services as follows:

- Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Adults)
- Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Children and Adolescents)
- Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Criminal Justice)

This includes all special populations of homeless/at-risk and people with disabilities.

LTC reduces health disparities, with our partnering agencies, by providing equitable services to all individuals. LTC promotes equality of rights regardless of disability, race, creed, gender, sexual preference and ethnicity. For those with Limited English Proficiency (LEP), LTC will provide interpreter services or document translation so all clients will have meaningful access to LTC's programs and services.

5. Describe the geographic coverage.

LTC' offices are located in areas that will service the entire island of the County of Hawaii and will work with transportation services for those in need. Offices are located in Kona, Waikoloa, Honoka'a, Hilo and Pahoa.



**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;

LTC uses Person-Centered Planning: A whole-person approach to move beyond homelessness.



Through LTC’s substance abuse/mental health services, we are able to connect people to necessary services and supports, but the connection is only the beginning. Follow-through and compliance with recommended services is NOT the end goal. The end goal is achieved when the network of services successfully helps the person achieve a higher quality of life with greater housing stability and economic self-sufficiency. LTC team members are required to think of the whole person and use the service/treatment plan to address the range of barriers that brings about homelessness.

**Setting**

The substance abuse/behavioral health counselor provides treatment services in collaboration with other counselors, case managers, and outreach workers from other organizations. A Housing First program is available to clients through this interagency partnership.

**LTC’s Clinical Staff Objectives**

- Use rapport-building outreach methods:
  - Accurately identify the client’s beliefs and frame of reference. – Reflect the client’s feelings and message.
  - Demonstrate empathy, respect, and genuineness.
  - Offer concrete assistance.
- Establish an initial plan based on the client’s needs and preferences, community resources, and the intervention plan.
- Determine the client’s stage of change; respond appropriately to changes in client behavior.

**LTC’s Strategies and Techniques**

- Rapport and relationship building with a client who is difficult to reach.
- Behavioral Health Services for People Who Are Homeless.
- Housing First as an approach to provide safe and stable housing.
- Motivational interviewing.
- Counselor Skills and Attitudes.

- Recognize and address ambivalence and resistance.
- Work as a member of a team to remove barriers to services.
- Emphasize client autonomy and development of skills.
- Show respect for both the client's needs and the organization's services, which includes partnering agencies.
- Help the client explore resources and determine which ones he/she would like to use.

Comprehensive LTC services: vary in level of intensity based on a continuum. The treatment will be conducted after completion of a substance abuse assessment and intake include ASAM level 05, level .01, and level II.

Level .05 early interventions/Pre -treatment 1 day a week (1-2 hour group sessions)

Level I Outpatient 1-2 days a week (3-8 hours)

Level II intensive outpatient 3-days a week (3 hours group session)

All treatment modalities address a variety of needs, including, but not limited to, situational stressors, family relations, interpersonal relationships, mental health issues, life span issues, psychiatric illnesses, addictions (such as alcohol or other drugs, gambling, and Internet), eating or sexual disorders, and the needs of victims of abuse, domestic violence, or other trauma. Because the DSM5 specifies Sustained Full Remission is obtained only after 12-months or longer of in which relapse has not occurred, all chemically dependence participants will be placed in after care upon completion of outpatient treatment until the 12-month criteria is met. Aftercare/continuing care focuses on relapse prevention and structured support, to assist clients meet the 12-months criteria for full-remission. All clients upon admission to LTC undergo an initial urine screen for illicit substances as part of the assessment process and are subjected to random urine screen throughout treatment. Initiation of treatment services have been delivered for their clients (male/female) through the following process;

- Assessment - screening tools as follows:
  - Substance Abuse Subtle Screening Inventory (SASSI-4 Adults and SASSI-3 Adolescents). Used to identify high or low probability of substance use disorders and includes a prescription drug scale that identifies individuals likely to be abusing prescription medications. It also provides a measure of profile validity and clinical insight into level of defensiveness and willingness to acknowledge experienced consequences of substance use disorder.
  - Michigan Alcohol Screening Test (MAST). Used to help identify an alcohol dependency.
  - Drug Abuse Screening Test (DAST). It is designed to provide a brief, self-report instrument for population screening, clinical case finding and treatment evaluation research. It can be used with adults and older youth.
  - CAGE, also called the CAGE Questionnaire, is a preliminary test. It's a set of questions that are used to show you may have a substance abuse dependency in adults. The letters CAGE stand for Cut, Annoyed, Guilty, and Eye, based on the questions that will help to determine a substance abuse problem.
  - Diagnostic and Statistical Manual of Mental Disorders (DSM5). Used to define and

- classify mental disorders.
- American Society of Addiction Medicine (ASAM) Placement Criteria (ASAM PPC-2R). It is used to evaluate a patient's needs regarding addiction and its co-existing mental, emotional, and medical diseases. It provides guidelines as to the type of intensity of care, and systematizes the care of clients and patients who suffer from addictive disease.
  - Shipley Institute of Living Scale. Used to assess cognitive functioning and impairment.
  - Biopsychosocial Assessment (The Bio (biological), Psycho (psychological), Social (sociological) tool incorporates the following history; medical, psychiatric, substance abuse socioeconomic, family, and developmental issues.
  - Personality Assessment Inventory (PAI). Used to assess psychopathological syndromes and provides information relevant for clinical diagnosis, treatment planning, and screening for psychopathology.
  - Mini-Mental State Examination (MMSE). Used to systematically and thoroughly assess mental status.
  - Social Determinants of Health (SDOH) Questionnaire. SDOH are the conditions in the environments where people are born, live, learn, work, play, worship, and age that affect a wide range of health, functioning, and quality-of-life outcomes and risks.
- Admission criteria- All individuals will be admitted to treatment upon completion of substance abuse assessment and intake orientation, which includes completion of standard treatment forms such as: consent to treatment, consent release forms, client rights forms, goal setting.
  - The target for change is as follows; within the first 12-sessions (30-Days), participants will have completed Drug and Alcohol Education curriculum Addicts and addiction, your body on alcohol and other drugs, the disease of addiction and its effects, now is the time for real change, change and relapse prevention and beginning transitions to lifelong change and recovery. They should also have obtained a sponsor, procured clean stable sober environment, and established financial support system. Within the next 12-weeks (60-Days) they will have completed the Criminal & Addictive thinking and Socialization Curriculum, and made substantial progress working NAAA steps 1, 2, and 3 with their sponsor. They should also have formulated a vocational plan regarding attaining financial stability. They will have been assisted with this effort through LTC's, Life Skills for Vocational Success (LSVC) curriculum which is a part of each client's treatment plan. LSVC will focus on the building of client's self-esteem through positive hands-on activities, such as resume writing, mock job interviewing, and utilization of state or cultural specific agencies such as; Hawai'i Workforce Development, which provides assessment, job referral and placement, pre-employment skills workshops and access to resource directory and computer labs, Alu Like, which provides employment readiness training, career counseling, job search and placement for Native Hawaiians, American Indians, and Alaska Natives who are low-income, unemployed, underemployed, recently laid off, or in need of job skills/training to retain employment. Within the final 12-weeks (90-days) they will have completed the relapse prevention curriculum and their personal recovery plan which is the final phase prior to entering into after/continuum care.

- Aftercare requires clients to attend weekly 1-hour support groups for approximately 9-months which if they remain clean and sober meets the DSM5 criteria for Full Remission. The services are supportive in nature and focuses on relapse concerns. The overall objective is presenting a forum in which other continuing care clients can assist each other in problem solving concerns that may have the potential to result in relapse.

- LTC's criteria for clinical discharge must in all cases must meet the DSMIV-TR criteria for Full Remission and completion of specific goals/objectives identified in the individual treatment plan such as; consistent abstinence from mood-altering illicit drugs or alcohol, complies with limits set by authority figures, demonstrates age-appropriate social skills, verbalizes names of supportive resources if feeling triggered to return to alcohol or drug use.

- Non-clinical Discharge/Termination indicates client failure to meet criteria for a clinical discharge and therefore suggest program failure. The dominate criteria for termination is failure to adhere to their individualized treatment plan. Typically this includes failure to attend treatment (3-consecutive unexcused absences), inability to remain clean and sober as shown or random urine and BAC screens, return to criminal activities, and inappropriate behaviors during group/individual sessions which does not respond to being resolved after completion of a behavior contract. There are other reason for discharge which may require a teaming of staff members prior to discharge such as co-occurring disorder behaviors.

- All LTC offices maintain a supply of SAMSHA approved urine testing kits of both 5-panel (Cannabis, Opiates, Cocaine, Amphetamine, and Methamphetamines) and 10-panel kits (Cannabis, Opiates, Cocaine, Amphetamine, Methamphetamine, Barbiturates, Methadone, Phencyclidine, Benzodiazepines, and Tricyclic Anti-Depressants). All LTC sites also the use of and Alcohol Breathalyzers (Alco-Sensor FST), to ensure alcohol free compliance. Additionally, all urine screens testing positive or negative are subject to review by and off Island Laboratory that meets SAMSHA certification procedures and are reviewed by a medical reviewer to confirm positive or negative results. LTC's urine chain of custody and confidential policy procedures are available upon request and positive results are reported immediately to referral authority.

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

Every person who enters treatment for substance use/mental health has unique needs. Please keep in mind that client treatment plans need to evolve and stay flexible because clients' needs will change throughout treatment services. The best treatment programs provide a combination of therapies and other services to meet the needs of the individual client.

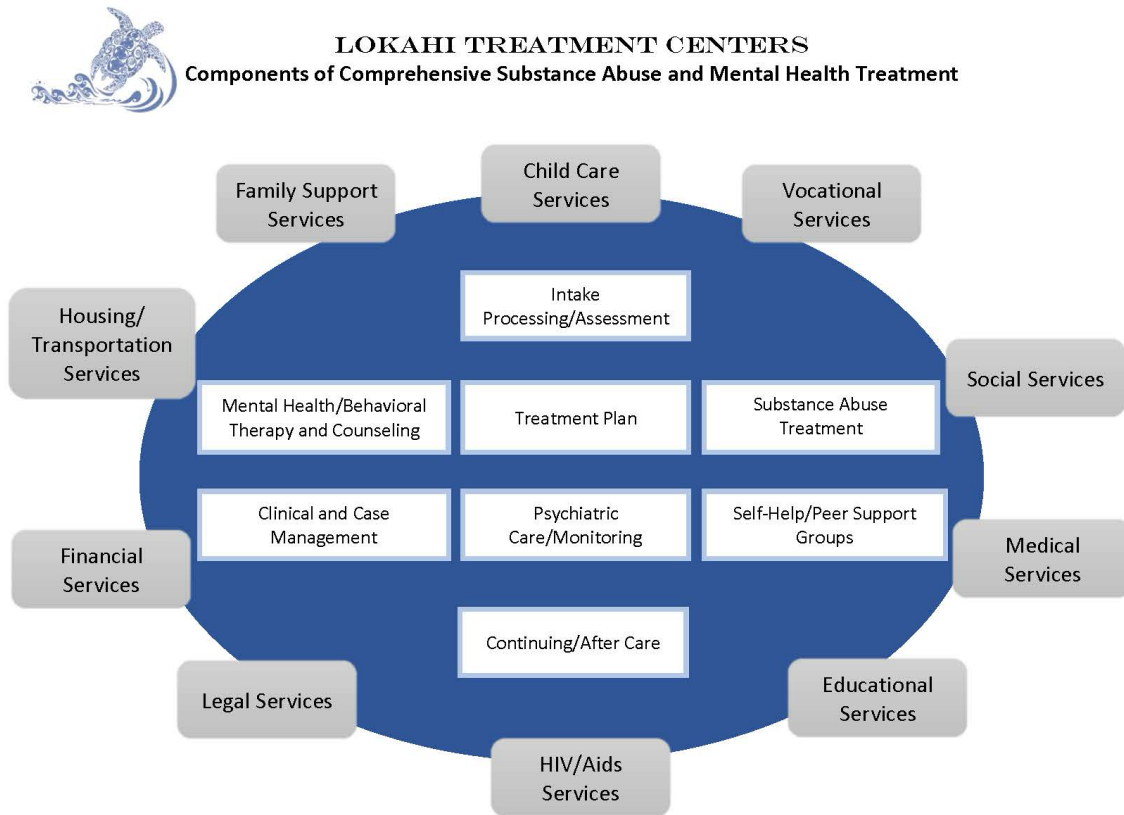
- **Months 1-12:** Ongoing weekly assessments to provide treatment services.

- **Month 1:** Participants will have completed Drug and Alcohol Education curriculum Addicts and addiction, your body on alcohol and other drugs, the disease of addiction and

its effects, now is the time for real change, change and relapse prevention and beginning transitions to lifelong change and recovery. (Approximately 12-sessions - 30-Days). Clients should also have obtained a sponsor, procured clean stable sober environment, and established financial support system.

- **Months 2&3:** Within the next 12-weeks (60-Days) Clients will have completed the Criminal & Addictive thinking and Socialization Curriculum, and made substantial progress working NAAA steps 1, 2, and 3 with their sponsor.
- **Months 4,5 & 6:** Within the final 12-weeks (90-days) clients will have completed the relapse prevention curriculum and their personal recovery plan, which is the final phase prior to entering into after/continuum care.
- **Months 7, 8, 9, 10, 11, & 12:** Aftercare requires clients to attend weekly 1-hour support groups.
- **Months 1-12:** Statistical analysis and data reporting completed on a monthly basis that will reveal outcomes of the services provided through this grant.

The following chart displays the components of treatment for each individual served through this grant:



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

When a service or program is CARF accredited, like LTC is, it means it has undergone an in-depth review of its services and demonstrated substantial conformance to the CARF standards during the survey. CARF accreditation is a catalyst for continuous quality improvement. LTC's programs have demonstrated its commitment to delivering quality services that focus on the client's specific strengths, abilities, needs and preferences. All of LTC's offices are CARF accredited.

LTC is committed to providing quality services to all referred and contractual clients. LTC's Quality Management Program (QMP) is designed to assure quality of care, availability, accessibility, and coordination. LTC's QMP is founded on the principles of continual improvement and is described in detail in our Administrative Policies and Procedure manual (Approved by CARF). The structure of the program is designed to satisfy regulatory and organizational requirements and to establish processes that will result in improved client-centered care. The work of the QMP is organized into quality improvement activities, which are overseen by LTC's designated Quality Management Officer and supported by a committee, which reports directly to the, CEO and Board of Directors. The following processes and indicators are used by the QMP to review, evaluate, and plan for improvements and are reviewed quarterly;

- a. Quality of Care reporting system analyzes risk data through various measurement, such as a requirement for all LTC employees/clients to report quality of care concerns using prescribed procedures and forms within 24 hours. These include but are not limited to violent behaviors/assaults, physical/sexual misconduct, suicide ideations are attempts, medication concerns, violation of professional ethics, physical damage to property, or any occurrence that threaten the welfare, safety, or health of a employee/client, visitor, volunteer or student. These reports are to be faxed to the CEO immediately.
- b. Client related documentation is maintained in accordance with state and federal law mandating storage times. These files are maintained in a locked storage area that ensures safety and confidentiality, but are quickly accessible for release to the proper authorities when requested.
- c. Documentation/Peer Review requires all quality improvement committee members have access to relevant clinical records for auditing purposes to the extent permitted by state and federal law. This procedure provides the QMP with a process to review care of individuals and system wide and quickly resolve either office or systemic problems expediently.

LTC utilizes evaluation instruments to ensure quality of our service delivery as follows:

- a. The Quality of Life Inventory (QOLI) is a brief assessment of 32-items that provide life satisfaction outcomes in a money, work, play, learning, creativity scoring format on 16 areas; health, self-esteem, goals/values, helping, love, friends, children, relatives, home,



neighborhood, and community. This instrument will be given at the beginning of treatment upon completion of the first 90-days and at the time of full clinical discharge. It is extremely useful in mapping the clients' progression from dysfunctional patterns in the quality of their life and how they shift throughout treatment.

- b. The New Direction Survey is used for pre and post treatment that is completed by both the client and clinical staff.
- c. The Likert Scale Client Satisfaction Survey is given to all clients monthly. Dr. Wasan, as CEO is responsible for evaluating, reviewing, and implementing corrective action in accordance with LTC clinical policies and procedures. He is assisted by Dr. Andrew Bisset, and Donna Guerpo, LTC's compliance and quality management officers.
- d. The New Direction Co-occurring Disorders Fidelity Checklist is a tool that is used to show strengths and weaknesses in LTC's existing programming. Since strengths and weaknesses can change over time, the checklist can be used periodically. Ongoing use of the checklist not only helps to ensure a standardized approach, but it also identifies the best opportunities to strengthen programming and efforts to strengthen program fidelity, ultimately helping to ensure treatment outcomes.

LTC's Board of Directors participates in the quality assurance and evaluation of the overall program. They have extensive backgrounds and have the necessary ability, skills, and knowledge relating to the delivery of the proposed services. As stated in LTC's Bylaws Section 4 Duties; "It shall be the duties of the directors to . . . (c) Supervise all officers, agents, and employees of the corporation to assure that their duties are performed properly; . . . ". The board members information are as follows:

- **KAREN EOFF** is a forty year resident of Hawai'i. She attended UCLA, UC Berkeley and UCSB, graduating with a degree in Sociology. She also received a Paralegal Certificate from UH Hilo. She recently retired from the County of Hawaii having served eight years on the County Council representing District 8, North Kona and ten years prior, working as a Legislative Aide to former Councilman Angel Pilago and other positions within the Legislative Branch. As a founding member and past president of Kohanaiki 'Ohana, Karen worked on two landmark Supreme Court cases regarding Native Hawaiian Gathering Rights and the Public Trust and helped organize beach clean-ups, trail and pond restoration projects and Keiki Surf for the Earth, now in its 25th year. These efforts led to the requirement for Cultural Impact Statements in the State of Hawai'i and a public shoreline park at Kohanaiki. Karen received the Woman of Distinction Award from the Soroptimist International Organization for outstanding contributions to the Kona community.
- **KALANI KAHALIOUMI** is the Director of Special Programs for Hawai'i County's Department of Parks and Recreation. His office is housed at the Richardson's Beach Park, the site of year-round opportunities for keiki, adults and kupuna to cultivate a healthy relationship with the ocean and with others. Kalani believes that through surfing, sailing, and additional activities that are equal parts education and fun, it fosters confidence and stewardship in our people. Kalani, in 2013, hosted

a Surfers Healing camp at Richardson Beach and around fifty keiki with autism and other disabilities were in attendance. Free of charge, the Hilo Surfers Healing Camp has been held at Richardson's ever since. *Surfers Healing is a nonprofit organization created by championship surfer Israel Paskowitz and his wife Danielle, for their autistic son Isaiah.* Kalani is a member of the Polynesian Voyaging Society and has sailed worldwide on the Hōkūle'a and Hikianalia voyaging canoes, which gave him the knowledge to share and teach others about the importance of caring for the oceans and Island Earth. A former employee with Lokahi Treatment Centers, Kalani worked as a Certified Substance Abuse Counselor. He provided a structure for healing and self-improvement through culture and faith.

- **DONNALYN NAPUA KALEI, M.Ed, MA (2)** is a retired Professor from UH-Hawaii Community College after 15 plus years of service. She developed and introduced 5 new programs, 17 new courses and 1 course modification that were approved by Hawaii Community College. She was recognized state-wide for designing and creating the curriculum for the Substance Abuse Certificate Program, and was a leader in developing online classes. In her previous years, Donnalyn served as the Director of Therapeutic Living Programs for the Big Island Substance Abuse Council (BISAC). Over the years, she has received numerous awards: 2007 University of Hawaii Board of Regents' Excellence in Teaching Medal; 2007 Hung Wo & Elizabeth Lau Ching Faculty Service to the Community Award; 2005 – 2007 University of Hawaii Community College Leadership Champion; 1999 Purple Ribbon Award – Advocacy for Victims of Domestic Violence; 1995 Harry S. Truman Congressional Scholarship - National Finalist; and 1994 University of Hawaii Presidential Scholar. Donnalyn's past certifications were as a Certified Substance Abuse Counselor, State of Hawaii; and Alcohol and Drug Counselor- International Certification & Reciprocity Consortium/Alcohol and Other Drug Abuse.
- **MAILE DAVID** is a highly accomplished individual with deep roots in Hawaiian culture. She holds a Paralegal Certification from the University of Hawaii Hilo, graduating from Konawaena High & Intermediate School. Throughout her extensive career, Maile has been dedicated to public service and community advocacy. Her professional journey spans various roles, including legal and legislative positions, showcasing her commitment to making a positive impact on her community. Some of her notable roles include serving as the first Native Hawaiian Woman Chair of the Hawaii County Council, Chair of the Committee on Finance, and Deputy County Clerk. Additionally, she has contributed her legal expertise in her work at institutions such as the Legal Aid Society of Hawaii and various law firms. Maile's passion for community advocacy is evident in her participation in numerous contested cases and legal battles that have profound implications for Hawaiian culture and native rights. She co-founded a native Hawaiian organization and intervened in cases challenging land use decisions, playing a pivotal role in upholding native Hawaiian rights and environmental protection. One significant achievement includes her involvement in preserving the sacred Keakealaniwahine complex, safeguarding its cultural significance for future generations.
- **FRED LAU** served as the Recreation Director in Waikoloa for the Hawaii County Parks and Recreation Division before his retirement. Prior to that, he spent four years as the director of Hoolulu Park, which includes Wong Stadium and Afook-Chinen Civic Auditorium. He has spent his professional career working with all ages from keiki to Kupuna. Fred also worked in the Hospitality industry: Conventions Assistant Manager at the Hyatt Regency Waikoloa; Convention Director at the Hilton Waikoloa Village, while working for 2 resort corporations on the same property. Fred is currently the Head Coach for the Honokaa High School Dragons

Football Team. In 2009 and 2022, under his leadership, they won the BIIF Division I Football Championship. He is committed to helping communities thrive and believes it is a shared responsibility. He believes that through trust, partnership, goodwill and dedication, we can ensure our community becomes the best version of itself. Fred leads mainly by example, always doing his best and encouraging others to do the same. While easygoing by nature, no one doubts his authority - he is direct and decisive when he needs to be. He is respected not only by his players, but by his peers and community members. He is a man of integrity and able to make the tough calls when necessary.

LTC invested into an Electronic Medical Records Program called Alleva. Alleva is a cloud-based electronic medical records management solution for mental health and addiction treatment centers. LTC is able to automate processes and workflows, track clients progress, and manage surveys and outcomes. In addition, and a very valuable tool, Alleva provides video conferencing and a client app. *Alleva's* built-in telehealth feature with Zoom technology enabled our *providers* to connect quickly and easily with our *clients, even with their cell phones*. This was very helpful during the pandemic and when our county had orders to isolate and quarantine at home. We were still able to provide services to our clients in a meaningful way. Needless to say, the COVID-19 pandemic aggravated our clients' clinical, psychological and psychosocial conditions. It was important to have the Alleva program and the technology to continue services during these difficult times.

Alleva auto-populates ICD-10 codes and behavioral definitions can be customized to create a client-specific treatment plan. Customizable alerts can be set up for other users and clients via email or text. LTC has the option to customize intake forms and build data-sets to meet contract outcome requirements. Alleva provides a dashboard that indicates client status, required authorizations and other tasks and follow-up items. It also integrates with surveys to track treatment results mid-stream and post treatment. It also helps LTC track program improvement areas.

LTC's overview of key quality standards in the chart below are grouped in the following 4 areas. It is used by LTC's providers and Board of Directors to conduct an internal review of LTC's treatment services.

<b>Effective management of the service (M)</b>	<b>Individualized, client- centered treatment and care (CC)</b>	<b>Timely access to evidence-based interventions (E)</b>	<b>Promotion of client health, safety and human rights (C)</b>
M.1. The service adequately plans the delivery of treatment and care for drug use disorders	CC1. Client assessments are comprehensive and participatory	E1. The service ensures timely access for its target groups	C1. Clients are treated with respect and protected from abuse, malpractice, and discrimination
M2. The service operates within established financial regulations	CC2. Treatment and care provided based on informed consent from clients	E2. The service monitors and improves its outcomes and performance	C2. Clients are fully informed about service rules, policies and procedures protecting confidentiality
M3. The service adequately manages its human resources to provide effective and caring treatment	CC3. All clients have a written individual treatment plan that is regularly reviewed and helps co-ordinate treatment and care	E3. Interventions are evidence-based and underpinned by established protocols	C3. The service promotes clients' health, wellbeing and social functioning.
M4. The service meets national/local requirements for providing drug use disorder treatment	CC4. The service works in partnership with other services to meet client needs		C4. The service has a procedure of independent complaint for clients
M5. The service has adequate facilities and equipment for service delivery	CC5. The service meets the needs of diverse groups of clients		C5. The service actively ensures the cleanliness, fire & infection control and other serious incidence protection
M6. The service has a client record system that facilitates treatment and care	CC6. The service involves clients in service design and delivery		C6. The service safely manages its medicines
M7. The service has sustainable quality assurance mechanisms			

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.

Outcome objectives to be achieved:

<b>Outcome Objectives</b>	<b>FY 24-25</b>
a. Number of clients who received substance abuse and mental health assessments	500
b. Number of clients who received substance abuse treatment services	500
c. Number of clients who received mental health treatment services	500
d. Number of clients who remain in treatment for full course of recommended services	500
e. Number of clients who remain abstinent from substances	500
f. Number of clients who remain in after-care to reduce recidivism rates	500
g. Number of clients who increase social supports at time of discharge compared to admission	500
h. Master skills to manage triggers	500
i. Reduce delinquency/crime - helping to build safe and healthy communities	500
j. Number of clients who accessed primary care services	500
k. Number of clients who were diverted from utilizing emergency care services	300
l. Number of clients who transitioned to emergency housing	100
m. Number of clients who transitioned to transitional supportive housing	200
n. Number of clients who transitioned to permanent housing	200
o. Number of clients who accessed public benefits (e.g., Medicaid, SNAP, SSI/SSDI)	400
p. Number of clients who obtained employment	100

## **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 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$104,750	\$104,750	\$104,750	\$104,750	\$104,750

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.
  - State of Hawaii Grant In Aid (GIA)- \$89,000
  - Health and Human Services/Judiciary (Drug Court) - \$70,000. Awarded as referrals. This grant requires LTC to bill managed-care first (client’s medical insurance). The balance, or if the client does not have insurance, will be paid by this grant.
  - County Homeless and Housing Support Grant - Applied for \$137,000.
  - County of Hawaii GIA – Will apply for \$60,000. To be submitted by 1/30/2024
  - Managed-Care - \$63,000
  
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.
 

None. 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.

LTC will be applying for fiscal year 2025 grants to continue services with Health and Human Services/Judiciary (Drug Court); and County of Hawaii GIA.

The following contracts are within the prior three years are as follows:

1. Contract/Project ID: County Grant FY 22-23  
Contracting Agency: County of Hawaii  
Name of Contact: Lisa Tada, Budget Specialist  
Phone Number: (808)961-8396  
Email Address: [ltada@hawaiiicounty.gov](mailto:ltada@hawaiiicounty.gov)  
Mailing Address: 25 Aupuni Street, Suite 2103; Hilo, HI 96720  
Title and Brief Description of the Service:  
**Adolescent Substance Abuse Treatment Program** – To provide comprehensive treatment services for adolescents throughout Hawai'i Island.
  
2. Contract/Project ID: County Grant FY 22-23  
Contracting Agency: County of Hawaii  
Name of Contact: Lisa Tada, Budget Specialist  
Phone Number: (808)961-8396  
Email Address: [ltada@hawaiiicounty.gov](mailto:ltada@hawaiiicounty.gov)  
Mailing Address: 25 Aupuni Street, Suite 2103; Hilo, HI 96720  
Title and Brief Description of the Service:  
**Adult Substance Abuse Treatment Program** – To provide comprehensive treatment services for adults throughout Hawai'i Island.
  
3. Contract/Project ID: County Grant FY 23-24  
Contracting Agency: County of Hawaii  
Name of Contact: Lisa Tada, Budget Specialist  
Phone Number: (808)961-8396  
Email Address: [ltada@hawaiiicounty.gov](mailto:ltada@hawaiiicounty.gov)  
Mailing Address: 25 Aupuni Street, Suite 2103; Hilo, HI 96720  
Title and Brief Description of the Service:  
**Anger Management Treatment Program** – To provide comprehensive treatment services for adults throughout Hawai'i Island.
  
4. Contract/Project ID: County Grant FY 23-24  
Contracting Agency: County of Hawaii  
Name of Contact: Lisa Tada, Budget Specialist  
Phone Number: (808)961-8396  
Email Address: [ltada@hawaiiicounty.gov](mailto:ltada@hawaiiicounty.gov)  
Mailing Address: 25 Aupuni Street, Suite 2103; Hilo, HI 96720  
Title and Brief Description of the Service:  
**Domestic Violence Intervention Treatment Program** – To provide comprehensive treatment services for adults throughout Hawai'i Island.
  
5. Contract/Project ID: County Grant FY 22-23  
Contracting Agency: County of Hawaii  
Name of Contact: Lisa Tada, Budget Specialist  
Phone Number: (808)961-8396  
Email Address: [ltada@hawaiiicounty.gov](mailto:ltada@hawaiiicounty.gov)

Mailing Address: 25 Aupuni Street, Suite 2103; Hilo, HI 96720  
Title and Brief Description of the Service:  
**Health and Fitness Program** – To provide comprehensive treatment services for adults throughout Hawai'i Island.

6. Contract/Project ID: BPA 0975-22-DAP-04 FY 22-25  
Contracting Agency: United States District Court for the District of Hawaii  
Name of Contact: Kimberly Caspillo, Contracting Officer  
Phone Number: (808)541-3411  
Email Address: uspohi\_treatment@hip.uscourts.gov  
Mailing Address: 300 Ala Moana Blvd., Room 2300; Honolulu, HI 96850

Title and Brief Description of the Service:  
**Federal Probation Contract** – to provide substance use and mental health treatment services within the geographic area encompassing the Hilo zip code of 96720 on the Island of Hawaii.

7. Contract/Project ID: BPA 0975-22-DAP-05 FY 22-25  
Contracting Agency: United States District Court for the District of Hawaii  
Name of Contact: Kimberly Caspillo, Contracting Officer  
Phone Number: (808)541-3411  
Email Address: uspohi\_treatment@hip.uscourts.gov  
Mailing Address: 300 Ala Moana Blvd., Room 2300; Honolulu, HI 96850

Title and Brief Description of the Service:  
**Federal Probation Contract** – to provide substance use and mental health treatment services within the geographic area encompassing the Waikoloa and Kailua-Kona zip codes of 96738 and 96740 on the Island of Hawaii.

8. Contract/Project ID: BPA 0975-2022-S013 FY 22-25  
Contracting Agency: United States District Court for the District of Hawaii  
Name of Contact: Kimberly Caspillo, Contracting Officer  
Phone Number: (808)541-3411  
Email Address: uspohi\_treatment@hip.uscourts.gov  
Mailing Address: 300 Ala Moana Blvd., Room 2300; Honolulu, HI 96850

Title and Brief Description of the Service:  
**Pre-Trial Contract** – to provide substance use and mental health treatment services within the geographic area encompassing the Waikoloa and Kailua-Kona zip codes of 96738 and 96740 on the Island of Hawaii.

9. Contract/Project ID: BPA 0975-2022-S012 FY 22-25



Contracting Agency: United States District Court for the District of Hawaii  
Name of Contact: Kimberly Caspillo, Contracting Officer  
Phone Number: (808)541-3411  
Email Address: uspohi\_treatment@hip.uscourts.gov  
Mailing Address: 300 Ala Moana Blvd., Room 2300; Honolulu, HI 96850

Title and Brief Description of the Service:

**Pre-Trial Contract** – to provide substance use and mental health treatment services within the geographic area encompassing the Hilo zip code of 96720 on the Island of Hawaii.

10. Contract/Project ID: Contract J20129  
Contracting Agency: Health and Human Services/Judiciary (Drug Court)  
Name of Contact: Grayson Hashida, Drug Court Coordinator  
Phone Number: (808)443-2201  
Email Address: grayson.k.hashida@courts.hawaii.gov  
Mailing Address: 81-940 Halekii St.; Kealakekua, HI 96750  
Title and Brief Description of the Service:  
**Juvenile Substance Abuse Treatment Services** – To provide comprehensive treatment services for adolescents throughout Hawai'i Island.

11. Contract/Project ID: Contract J20126  
Contracting Agency: Health and Human Services/Judiciary (Drug Court)  
Name of Contact: Grayson Hashida, Drug Court Coordinator  
Phone Number: (808)443-2201  
Email Address: grayson.k.hashida@courts.hawaii.gov  
Mailing Address: 81-940 Halekii St.; Kealakekua, HI 96750  
Title and Brief Description of the Service:  
**Adult Substance Abuse Treatment Services** – To provide comprehensive treatment services for adults throughout Hawai'i Island.

12. Contract/Project ID: Contract J20130  
Contracting Agency: Health and Human Services/Judiciary  
Name of Contact: Dean Hiraki, Adult Client Services Administrator  
Phone Number: (808)961-7622  
Email Address: dean.t.hiraki@courts.hawaii.gov  
Mailing Address: 3<sup>rd</sup> Circuit Adult Client Services; 777 Kilauea Ave., Suite A30; Hilo, HI 96720  
Title and Brief Description of the Service:  
**Domestic Violence Intervention Program** – To provide comprehensive treatment services for throughout Hawai'i Island.

13. Contract/Project ID: Contract #67680  
Contracting Agency: Health and Human Services/Public Safety

Name of Contact: Suzette Shimokihara  
Phone Number:  
Email Address: *suzette.s.shimokihara@hawaii.gov*  
Mailing Address: 1177 Alakea St.; Honolulu, HI 96813  
Title and Brief Description of the Service:  
**Intensive Outpatient, and Outpatient Substance Abuse Treatment Services for Adult Male and Female Defendants Statewide** – To provide comprehensive treatment services throughout Hawai'i Island.

14. Contract/Project ID: DHS-17-POS-4017 FY 22-24  
Contracting Agency: Health and Human Services/Human Services  
Name of Contact: Joshua Selman, POS Specialist  
Phone Number: (808)586-5245  
Email Address: *jselman@dhs.hawaii.gov*  
Mailing Address: Purchase of Services-Grant Management Unit; 1010 Richards St., Rm. 216; Honolulu, HI 96813  
Title and Brief Description of the Service:  
**East Hawaii - Substance Abuse Assessment and Monitoring System Services** – To provide comprehensive assessment and monitoring services in East Hawaii.

15. Contract/Project ID: DHS-17-POS-4018. FY 22-24  
Contracting Agency: Health and Human Services/Human Services  
Name of Contact: Joshua Selman, POS Specialist  
Phone Number: (808)586-5245  
Email Address: *jselman@dhs.hawaii.gov*  
Mailing Address: Purchase of Services-Grant Management Unit; 1010 Richards St., Rm. 216; Honolulu, HI 96813  
Title and Brief Description of the Service:  
**West Hawaii Substance Abuse Assessment and Monitoring System Services** – To provide comprehensive assessment and monitoring services in West Hawaii.

16. Contract/Project ID: Contract #67029  
Contracting Agency: Health and Human Services/Public Safety  
Name of Contact: Michael D. Knott, Contract Specialist  
Phone Number: (808)587-1309  
Email Address: *michaeld.knott@hawaii.gov*  
Mailing Address: Hawaii Paroling Authority; 1177 Alakea St., 1st Floor; Honolulu, HI 96813  
Title and Brief Description of the Service:  
**Multiple Substance Abuse Services for Male and Female Parolees on Hawaii Island** – To provide comprehensive treatment services throughout Hawai'i Island.

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

\$20,012

## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

LTC has been accredited by the Commission Accreditation Rehabilitation Facilities (CARF) since 2002 to provide integrated Outpatient Mental Health and Alcohol and Drug services to Adults with Special Population Accreditation for Children and Adolescents and Criminal Justices. This accreditation validates the necessary skills of LTC to be able to provide quality treatment services. The CARF survey team conducted inspections and determined LTC's conformance to all applicable standards on site at each office location. CARF observed and interviewed persons served, along with other community stakeholders, and thoroughly reviewed all LTC's documentation.

LTC reduces health disparities by providing equitable services to all individuals. LTC promotes equality of rights regardless of disability, race, creed, gender, sexual preference and ethnicity. For those with Limited English Proficiency (LEP), LTC will provide interpreter services or document translation so all clients will have meaningful access to LTC's programs and services.

Each of LTC's treatment providers are knowledgeable about the continuum of care and the social contexts affecting the treatment and recovery process. Each addictions specialist is trained and able to identify a variety of helping strategies that can be tailored to meet the needs of the individual client. They are able to adapt to an ever-changing set of challenges and constraints. They are all part of the multidisciplinary team led by:

- Dr. Wasan, Ph.D., MPA - President and CEO - Dr. Wasan holds a Master's in Public Administration (University of Oklahoma), a Masters in Clinical Psychology (St. Mary's University San Antonio, Texas) and Doctorate in Health Psychology (Walden University Minneapolis, Minnesota) Masters of Public Administration (University of Oklahoma). He is a Hawaii licensed Mental Health Counselor (LMHC), Hawaii Certified Substance Abuse Counselor (CSAC), and Department of Transportation Substance Abuse Professional (SAP). Additionally, Dr. Wasan, who served in Vietnam in the U.S. Marine Corps and retired as a Lieutenant Colonel in the U.S. Air Force, was the clinical coordinator for the Department of Veterans Affairs Post Traumatic Stress Disorder (PTSD) Residential Rehabilitation Program (Hilo PRRP) from 1996-2000 and conducted both trauma and anger management treatment for the Department of Veterans Affairs as part of their residential post-traumatic stress disorder treatment program. He oversees and facilitates all Anger/Domestic

Violence groups, and trains other master-level staff to facilitate these groups in his absence. He has completed several National Domestic Violence Trainings.

- Dr. Andrew Bisset - Vice-President and Medical Director at LTC. Dr. Bisset is a licensed Hawaii Physician certified by the American Board of Psychiatry and Neurology and also a member of the American Society of Addiction Medicine. Additionally, Dr. Bisset has worked with the Department of Veterans Affairs Post Traumatic Stress Residential Rehabilitation (PRRP) Program in Hilo delivering mental health and medication management services. After retiring from the PRRP, Dr. Bisset elected to continue working with Dr. Wasan at LTC. Dr. Bisset conducts a psychiatric evaluation on LTC clients and provides medication management services. Additionally, with a memorandum of agreement between LTC and Hilo Alternative to Violence, he provides psychiatric evaluations and medication management to their clients upon referral.

Besides providing quality substance abuse treatment services, LTC also provides quality Psychiatric Evaluations, Mental Health Counseling, Anger Management, Domestic Violence Intervention, Co-Occurring (dual diagnosis) Disorder Treatment, and Individual Counseling.

## **2. Facilities**

LTC has treatment facilities that are strategically located in Kona, Waikoloa, Honokaa, Hilo and Pahoa, making services available island-wide. LTC offers day, evening and weekend programs, making treatment services available to everyone regardless of their work schedule.

All LTC Outpatient Facilities are inspected annually as required by the Hawaii County Fire Department and inspected every 3 years by the Commission on Accreditation of Rehabilitation Facilities (CARF) to meet accreditation standards, which is in compliance with Federal, State and County regulations. CARF evaluates rehabilitation facilities' abilities to meet very strict standards that factor into higher success rates for our clients. LTC has been accredited by CARF since 2002 and this accreditation process is completed every three years. All of LTC's offices were found to meet all regulatory requirements. LTC's facilities also meet ADA standards as verified during the CARF inspections, and have separate group rooms, individual counseling rooms, and staffing offices to ensure staff and clients' confidentiality.

Office locations for treatment services are as follows:

Waikoloa – Also serves as LTC's Corporate Office  
Waikoloa Highlands Center  
68-1845 Waikoloa Road, Suite 224B  
Waikoloa, Hawaii 96738

Honoka'a:  
45-3544 Mamane Street  
Honokaa, Hawaii 96727

Hilo:  
Waiakea Villas  
400 Hualani Street  
Bldg. 10, Suite #195B  
Hilo, Hawaii 96720

Pahoa:  
Pahoa Village Center  
15-2866 Pahoa Village Road  
Bldg. F, Suite 4  
Pahoa, Hawaii 96778

Kailua-Kona:  
Hillside Plaza  
76-6225 Kuakini Highway, Suite B105  
Kailua-Kona, Hawaii 96740

## **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.

LTC's staff is comprised of highly qualified professionals who are proficient in their area of expertise. Various assigned members of the Quality Improvement Committee coordinate with the Human Resources Manager to conduct credential reviews of all newly hired staff in order to define the level of clinical privileges appropriate for the staff member. An application is submitted by the respective supervisor of the newly hired person requesting levels of clinical responsibility for that individual and whether those duties should be supervised or may be performed independently.

LTC's staffing ratio is determined through various methods. It can be established either by a direct assignment for a counselor exclusively working with IOP clients, who would then be responsible for 15 clients; OR, by the percentage of time dedicated to delivering split services. For instance, if a counselor spends 60% of their time providing IOP services and 40% delivering OP services, that counselor could handle 9 IOP clients and 14 OP clients, totaling 23 clients. See the example below:

- 60% of 15 = 9
- 40% of 35 = 14
- Total: 23 clients

Client's one-on-one sessions with a Licensed/Certificate Psychotherapist at LTC will provide numerous benefits. These sessions will:

- Offer clients a setting in which they can focus on their emotional and psychological challenges and identify solutions, which is not always possible in a group setting.
- Extend the time clients need to address their personal hurdles that get in the way of achieving the sobriety they need and want.
- Help clients move forward in developing their network of support that keeps them focused on treatment.
- Give clients a road map of how they can continue working on their physical, mental, and emotional health after their addiction treatment program has ended.

In accordance with LTC training policy, all staff members quarterly/annually (or before expiration of certification) undergo the following staff trainings: First Aid and Cardiopulmonary Resuscitation (CPR), Non-violent Crisis Intervention (NCI), Substance Abuse Treatment, Motivational Interviewing, Trauma-informed Care, Prevention of Violence in the Workplace, Confidentiality Requirements, Cultural Competency, Bloodborne Pathogens, HIPPA Compliance, Consumer Rights, Treatment Planning, Incident Reporting, and program-related research based treatment approaches. In addition, Dr. Jamal F. Wasan, Ph.D. provides island- wide training (including LTC Staff) on *"The Assessment and Treatment of Dual Disorder"*, and Dr. Andrew Bisset, MD, Ph.D. provides training on *"Psychopharmacology and Substance Abuse Disorder."*

Furthermore, LTC will add trainings to increase clinical staff competencies in sex offense specific treatment and the acquisition of evidence-based, offender-oriented treatment. These trainings will include the Risk-Need-Responsivity Model, which matches the level of service to the offender's risk of reoffending, assesses criminogenic needs, and maximizes the offender's ability to learn by providing cognitive behavioral treatment and tailoring the intervention to the offender's learning style, motivation, abilities, and strengths.

Other topics may be identified by the CEO, Human Resources Manager, and Medical Director when necessitated. Weekly supervisory oversight is provided by Dr. Wasan, Dr. Bisset, and designated CSACs at treatment team meetings. Clinical and administrative policies and procedures are reviewed annually to ensure compliance with Federal and Hawaii state regulations.

Dr. Wasan and/or Dr. Bisset conducts weekly staff team meetings to review client electronic records and sign off on all treatment plans. This process is a CARF requirement and also helps to maintain standardization at each location. LTC staff are further assisted in maintaining required clinical competency through attendance at staff training presentations, ADAD approved workshops, and clinical supervision.

Clinical staff providing services for this grant request:

**NAME: Dr. Jamal F. Wasan (Ph.D)**

TITLE: President and CEO

DUTIES: Supervises and controls the affairs of the corporation and the activities of the officers and employees. Provides clinical supervision for all interns and clinical staff; also manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to assess treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: Master's in Public Administration (University of Oklahoma); Masters in Clinical Psychology (St. Mary's University San Antonio, Texas); and Doctorate in Health Psychology (Walden University Minneapolis, Minnesota)

EXPERIENCE: As a retired Lieutenant Colonel in the U.S. Marine Corps, Dr. Wasan was the Clinical Coordinator for the Department of Veterans Affairs Post Traumatic Stress Residential Rehabilitation (Hilo PRRP) Program from 1996-2000 and conducted both trauma and anger management treatment for the Department of Veterans Affairs as part of the VA's residential Post-Traumatic Stress Disorder (PTSD) treatment program.

CREDENTIALS/ CERTIFICATIONS: Certified Substance Abuse Counselor (CSAC), Hawaii Licensed Mental Health Counselor (LMHC), Department of Transportation Substance Abuse Professional (SAP), National Board-Certified Counselor, National Board-Certified Clinical Mental Health Counselor, and Master Addiction Counselor

**NAME: Dr. Andrew Bisset (M.D.)**

TITLE: Vice-President and Medical Director

DUTIES: Provides medication management, psychiatric evaluations and counseling. Provides clinical supervision for all interns and clinical staff through a multi-disciplinary treatment team. In the absence of the President/CEO, or in the event of his inability or refusal to act, the Vice-President/Medical Director shall supervise and control the affairs of the corporation and the activities of the officers and employees.

EDUCATION: Universidad Autonoma de Guadalajara, Medical School; Medical College of Georgia Hospital and Clinic, Residency Hospital - 1988

EXPERIENCE: Worked for the Department of Veterans Affairs (PRRP) in Hilo.

CREDENTIALS/ CERTIFICATIONS: Licensed Psychiatrist and Physician; Certified by the American Board of Psychiatry and Neurology

**STAFF 1**

TITLE: Clinical Supervisor and Certified Substance Abuse Counselor (CSAC)

DUTIES: Oversees substance abuse counselors who are working towards their certification. Manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to assess treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment.

Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: Master's Degree in Psychology.

EXPERIENCE: Over 13 years of experience in substance abuse treatment services.

CREDENTIALS/CERTIFICATIONS: Certified Substance Abuse Counselor (CSAC); Certified Domestic Violence Facilitator; and Certified Intervention Team (CIT) Coordinator to address Mental Health Crisis/Issues.

### **STAFF 2**

TITLE: Certified Substance Abuse Counselor (CSAC)

DUTIES: Oversees substance abuse counselors who are working towards their certification.

Manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to assess treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: Hawaii Community College Substance Abuse Certificate Program

EXPERIENCE: Practicum Student in Substance Abuse Treatment

CREDENTIALS/CERTIFICATIONS: CSAC

### **STAFF 3**

TITLE: Substance Abuse Counselor (SAC)

DUTIES: Under the supervision of a CSAC, manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to assess treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: Bachelor's Degree in Criminal Justice - University of Hawaii

EXPERIENCE: Participated in workforce training and development programs.

CREDENTIALS/CERTIFICATIONS: Not at this time.

### **STAFF 4**

TITLE: Substance Abuse Counselor (SAC)

DUTIES: Under the supervision of a CSAC, manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to assess treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: High School Diploma with some college.

EXPERIENCE: Over 20 years of experience in substance abuse treatment services.



CREDENTIALS/CERTIFICATIONS: Not at this time, however, ready to test for CSAC.

**STAFF 5**

TITLE: Substance Abuse Counselor (SAC)

DUTIES: Under the supervision of a CSAC, manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to assess treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: Master of Science in Counseling and Human Development

EXPERIENCE: Substance abuse treatment services in private practice.

CREDENTIALS/CERTIFICATIONS: Licensed Professional Counselor in the State of Georgia and Alabama.

**STAFF 6**

TITLE: Substance Abuse Counselor (SAC)

DUTIES: Under the supervision of a CSAC, manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to assess treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: High School Diploma and some college.

EXPERIENCE: 5 Years of Student Training in Substance Abuse Treatment

CREDENTIALS/CERTIFICATIONS: Not at this time.

**STAFF 7**

TITLE: Substance Abuse Counselor (SAC)

DUTIES: Under the supervision of a CSAC, manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to assess treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: High School Diploma and some college.

EXPERIENCE: Practicum Student in Substance Abuse Treatment.

CREDENTIALS/CERTIFICATIONS: Not at this time.

**STAFF 8**

TITLE: Substance Abuse Counselor (SAC)

DUTIES: Under the supervision of a CSAC, manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops

appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to access treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: BA/Psychology and Masters in Guidance Counseling

EXPERIENCE: Practicum Student in Substance Abuse Treatment

CREDENTIALS/CERTIFICATIONS: Not at this time.

### **STAFF 9**

TITLE: Substance Abuse Counselor (SAC)

DUTIES: Under the supervision of a CSAC, manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to access treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: High School Diploma and Substance Abuse Certificate from Hawaii Community College

EXPERIENCE: Practicum Student in Substance Abuse Treatment

CREDENTIALS/CERTIFICATIONS: Hawaii Community College Certificate in Substance Abuse Counseling

### **STAFF 10**

TITLE: Substance Abuse Counselor (SAC)

DUTIES: Under the supervision of a CSAC, manages all aspects of a case from date of entry to date of discharge; Evaluates clients' physical and mental behaviors; Develops appropriate treatment and recovery plans; Facilitates individual and group therapy sessions; Monitors clients over time to access treatment progress; Collaborates with psychiatrists, doctors, nurses, social workers, departments of correction and other agencies as determined during the course of treatment. Identifies behaviors that interfere with treatment and recovery. Assists primary caregivers to manage addiction-related behavior.

EDUCATION: High School Diploma and Substance Abuse Certificate from Hawaii Community College

EXPERIENCE: Practicum Student in Substance Abuse Treatment

CREDENTIALS/CERTIFICATIONS: Hawaii Community College Certificate in Substance Abuse Counseling

## **2. Organization Chart**

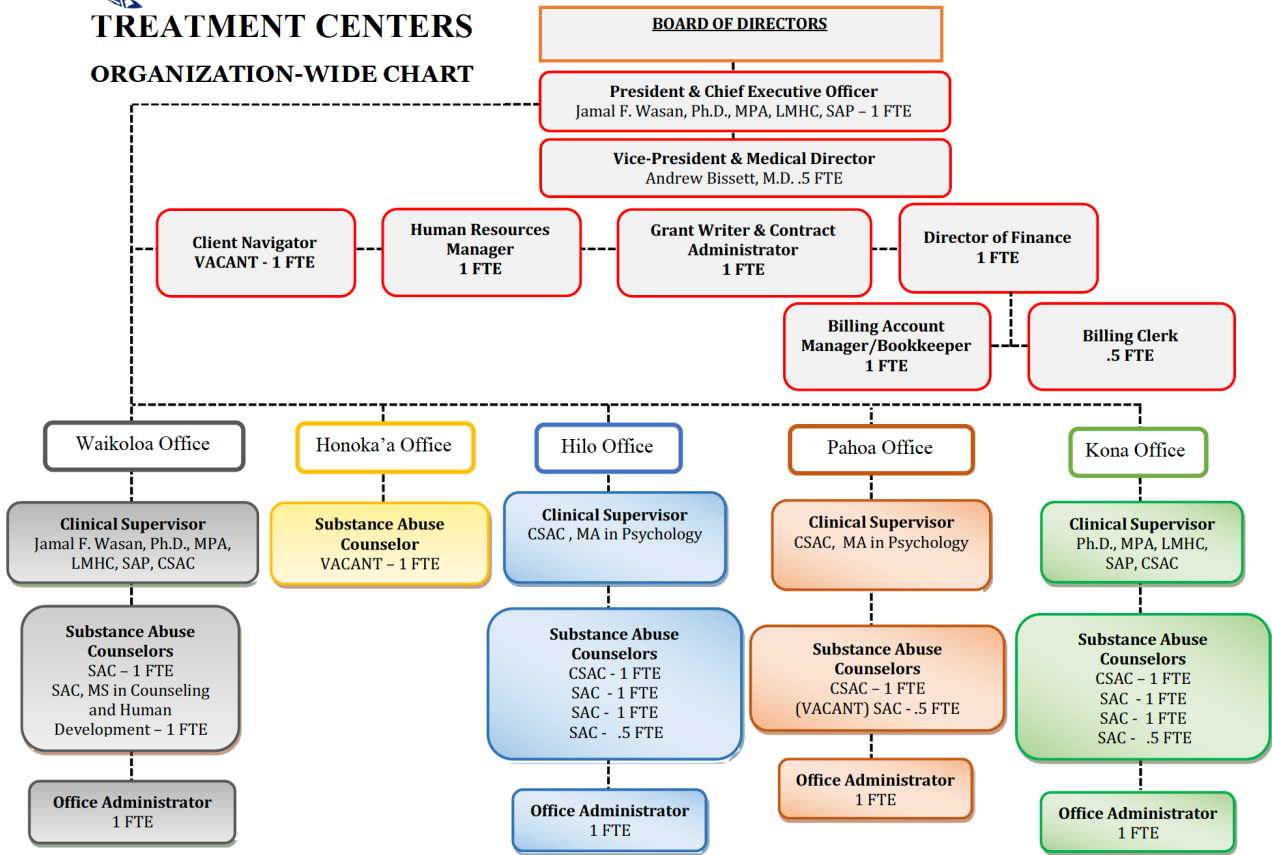
The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

Organizational-Wide Chart is as follows:



**LOKAHI**

**TREATMENT CENTERS  
ORGANIZATION-WIDE CHART**



**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 \$80,000

Vice-President/Medical Director/Staff Psychiatrist \$229,500

CSAC/Clinical Supervisor w/ Master in Psychology \$52,000

## **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.

LTC has no pending litigation, nor any outstanding judgments.

### **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.

Dr. Jamal Wasan is only one(1) of two (2) DOT Substance Abuse Professionals (SAP) in Hawaii County. The other person is Glen Kondo in Hilo. There are only eight (8) SAPs in the State of Hawaii - 2 Hawaii County; 1 Maui County; 4 Honolulu County; and 1 Kauai County. You are able to verify this on the NAADAC – The Association for Addiction Professionals website: <https://www.naadac.org>. Dr. Wasan is also a Hawaii Licensed Mental Health Counselor (LMHC).

Dr. Andrew Bissett is a Licensed Psychiatrist and Physician - Certified by the American Board of Psychiatry and Neurology.

Below is the CARF Letter for Lokahi Treatment Centers accreditation:



April 7, 2022

Jamal F. Wasan, PhD, MPA  
Lokahi Treatment Centers  
68-1845 Waikoloa Road, Suite 224B  
Waikoloa, HI 96738

Dear Dr. Wasan:

It is my pleasure to inform you that Lokahi Treatment Centers has been issued CARF accreditation based on its recent survey. The Three-Year Accreditation applies to the following program(s)/service(s):

Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Adults and Adolescents)  
Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Children and Adolescents)  
Intensive Outpatient Treatment: Integrated: SUD/Mental Health (Criminal Justice)

This accreditation will extend through November 30, 2024. This achievement is an indication of your organization's dedication and commitment to improving the quality of the lives of the persons served. Services, personnel, and documentation clearly indicate an established pattern of conformance to standards.

The accreditation report is intended to support a continuation of the quality improvement of your organization's program(s)/service(s). It contains comments on your organization's strengths as well as any consultation and recommendations. A Quality Improvement Plan (QIP) demonstrating your organization's efforts to implement the survey recommendation(s) must be submitted within the next 90 days to retain accreditation. The QIP form is posted on Customer Connect ([customerconnect.carf.org](https://customerconnect.carf.org)), CARF's secure, dedicated website for accredited organizations and organizations seeking accreditation. Please log on to Customer Connect and follow the guidelines contained in the QIP form.

Your organization should take pride in achieving this high level of accreditation. CARF will recognize this accomplishment in its listing of organizations with accreditation and encourages your organization to make its accreditation known throughout the community. Communication of the accreditation to your referral and funding sources, the media, and local and federal government officials can promote and distinguish your organization. Enclosed are some materials that will help you publicize this achievement.

Your organization's complimentary accreditation certificate will be sent separately. You may order additional certificates from Customer Connect (<https://customerconnect.carf.org>).

If you have any questions regarding your organization's accreditation or the QIP, you are encouraged to seek support from Vidal Ramirez by email at [vramirez@carf.org](mailto:vramirez@carf.org) or telephone at (888) 281-6531, extension 7131.

CARF International Headquarters  
6961 E. Southpoint Road  
Tucson, AZ 85726-9407, USA  
[www.carf.org](http://www.carf.org)

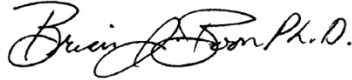
Dr. Wasan

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April 7, 2022

CARF encourages your organization to continue fully and productively using the CARF standards as part of its ongoing commitment to accreditation. CARF commends your organization's commitment and consistent efforts to improve the quality of its program(s)/service(s) and looks forward to working with your organization in its ongoing pursuit of excellence.

Sincerely,



Brian J. Boon, Ph.D.  
President/CEO

Enclosures

### 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.

Not Applicable.

### 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.

LTC will continue to provide services to individuals regardless of their ability to pay. As a non-profit, LTC will continue to fundraise and seek out other grant opportunities to subsidize treatment services. LTC will continue to receive payments from managed-care providers (clients healthcare insurance) that will hopefully increase as the cost of living has dramatically increased due to the COVID Pandemic and other economical factors.

LTC will work with legislators to support them in their efforts to shape policies and practices at the local level, as it affects funding, service delivery models, regulation and more.

V. As stated previously under goals and objectives:  
Goal Four: Enhance Sustainability and Long-Term Impact  
Objectives:

- Develop and Implement Sustainable Funding Strategies
  - Identify and pursue diverse funding sources, including grants, public-private partnerships, and community collaborations, to ensure the long-term sustainability of homelessness reduction programs.
  - Establish a financial sustainability plan that minimizes reliance on short-term funding and fosters consistent support for ongoing initiatives.
- Monitor and Evaluate Program Effectiveness
  - Implement a robust monitoring and evaluation system to assess the impact of homelessness reduction programs under Goal One.
  - Regularly review key performance indicators and outcomes to measure the effectiveness of interventions and identify areas for improvement.
- Foster Community Engagement and Support
  - Conduct outreach activities to engage the community in supporting homelessness reduction efforts.
  - Establish community forums and feedback mechanisms to gather input, address concerns, and build a collective commitment to addressing homelessness on the island.
- Enhance Collaboration with Stakeholders
  - Strengthen partnerships with government agencies, non-profit organizations, businesses, and community leaders to create a unified and comprehensive approach to homelessness reduction.
  - Facilitate regular meetings and collaboration sessions to share information, resources, and best practices among stakeholders.
- Implement Training and Capacity-Building Initiatives
  - Provide training programs for staff, volunteers, and partner organizations to enhance their capacity in delivering effective services.
  - Foster a culture of continuous learning and improvement to adapt to emerging challenges and opportunities in the field of homelessness reduction.

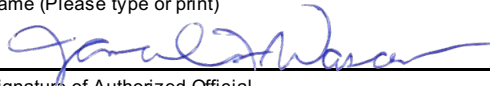




# BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Lokahi Treatment Centers

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	\$ 38,000.00		62,000	\$ 23,000.00
2. Payroll Taxes & Assessments	\$ 15,000.00		25,000	\$ 10,000.00
3. Fringe Benefits	\$ 6,000.00		10,000	\$ 3,000.00
<b>TOTAL PERSONNEL COST</b>	<b>\$ 59,000.00</b>		<b>97,000</b>	<b>36,000</b>
<b>B. OTHER CURRENT EXPENSES</b>				\$ -
1. Airfare, Inter-Island				\$ -
2. Insurance			700	\$ 1,000.00
3. Lease/Rental of Equipment				\$ -
4. Lease/Rental of Space	30,000		21,000	\$ 7,000.00
5. Staff Training			1,000	\$ 900.00
6. Supplies			4,100	\$ 3,000.00
7. Telecommunication			1,000	\$ 300.00
8. Utilities			3,500	\$ 2,000.00
9. Audit Services			1,600	\$ 5,600.00
10. Contractual Services			2,500	
11. Postage, Freight & Delivery			100	\$ 200.00
12. Publication and Printing			2,000	\$ 4,000.00
13. Repair and Maintenance			2,500	\$ 3,000.00
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>30,000</b>		<b>40,000</b>	<b>27,000</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>Not Applicable</b>		<b>Not Applicable</b>	<b>Not Applicable</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>Not Applicable</b>		<b>Not Applicable</b>	<b>Not Applicable</b>
<b>E. CAPITAL</b>	<b>Not Applicable</b>		<b>Not Applicable</b>	<b>Not Applicable</b>
<b>TOTAL (A+B+C+D+E)</b>	<b>89,000</b>		<b>137,000</b>	<b>63,000</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	89,000	Jamal F. Wasan, Ph.D (808)895-0444		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	137,000			
(d) Total Private/Other Funds Requested	63,000	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>289,000</b>	President and CEO Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Lokahi Treatment Centers

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
MEDICAL DIRECTOR/STAFF PSYCHIATRIST	0.5	\$229,500.00	5.00%	\$ 11,475.00
CEO/CSAC/CLINICAL SUPERVISOR W/PHD	1	\$80,000.00	6.00%	\$ 4,800.00
CSAC - CLINICAL SUPERVISOR W/MASTERS IN PSYCHOLOGY	1	\$52,000.00	6.00%	\$ 3,120.00
SAC W/MASTERS IN COUNSELING & HUMAN DEVELOPMENT	1	\$40,000.00	6.00%	\$ 2,400.00
SAC W/BA IN CRIMINAL JUSTICE	1	\$35,000.00	6.00%	\$ 2,100.00
CSAC W/COMMUNITY COLLEGE SUBSTANCE ABUSE CERT.	1	\$35,000.00	6.00%	\$ 2,100.00
SAC W/EXPERIENCE	1	\$34,000.00	6.00%	\$ 2,040.00
SAC W/EXPERIENCE	1	\$34,000.00	6.00%	\$ 2,040.00
SAC W/EXPERIENCE	1	\$34,000.00	6.00%	\$ 2,040.00
SAC W/EXPERIENCE	1	\$32,000.00	6.00%	\$ 1,920.00
SAC W/EXPERIENCE	0.5	\$32,000.00	6.00%	\$ 1,920.00
SAC W/EXPERIENCE	0.5	\$32,000.00	6.00%	\$ 1,920.00
<b>TOTAL:</b>				37,875.00
<b>JUSTIFICATION/COMMENTS:</b>				

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Lokahi Treatment Centers

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
JUSTIFICATION/COMMENTS:				

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

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Lokahi Treatment Centers

NOT APPLICABLE		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						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

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

Applicant: Lokahi Treatment Centers

Contracts Total: 1,328,000

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	Multiple Substance Abuse Treatment Services for Male and Female Parolees on Hawaii	6/1/2022-5/31/2026	Hawaii Paroling Authority	State	210,000
2	Substance Use Assessment and Drug Screening Services	7/1/2022-6/30/2023	Health & Human Services	State	34,000
3	Substance Use Assessment and Drug Screening Services	7/1/2022-6/30/2024	Health & Human Services	State	72,000
4	Adult Substance Abuse and Treatment Services	7/1/2022-6/30/2023	Judiciary	State	68,000
5	To provide group and individual domestic violence intervention services to adult clients	7/1/2019-6/30/2023	Judiciary	State	204,000
6	IOP/OP Substance Abuse Treatment Services for Adult Male and Female Defendants	1/1/2019-12/31/2022	Public Safety	State	260,000
7	Multiple Substance Abuse Treatment Services for Adult Male and Female Parolees	6/1/2018-5/31/2022	Public Safety	State	200,000
8	Adolescent Substance Abuse and Treatment Services	7/1/2022-6/30/2023	County of Hawaii GIA	Hawaii	35,000
9	Adult Substance Abuse and Treatment Services	7/1/2022-6/30/2023	County of Hawaii GIA	Hawaii	50,000
10	Anger Management Treatment Services	7/1/2023-6/30/2024	County of Hawaii GIA	Hawaii	30,000
11	Domestic Violence Treatment Services	7/1/2023-6/30/2024	County of Hawaii GIA	Hawaii	30,000
12	Health and Fitness Program	7/1/2022-6/30/2023	County of Hawaii GIA	Hawaii	15,000
13	Federal Probation: to provide substance use and mental health treatment services within the geographic area encompassing the Hilo zip code of 96720 on the Island of Hawaii.	7/1/2022-6/30/2024	Federal Probation	U.S.	30,000
14	Federal Probation: to provide substance use and mental health treatment services within the geographic area encompassing the Waikoloa and Kailua-Kona zip codes of 96738 and 96740 on the Island of Hawaii.	7/1/2022-6/30/2024	Federal Probation	U.S.	30,000

15	Pre-Trial: to provide substance use and mental health treatment services within the geographic area encompassing the Waikoloa and Kailua-Kona zip codes of 96738 and 96740 on the Island of Hawaii.	7/1/2022-6/30/2024	Federal Probation	U.S.	30,000
16	Pre-Trial: to provide substance use and mental health treatment services within the geographic area encompassing the Hilo zip code of 96720 on the Island of Hawaii.	7/1/2022-6/30/2024	Federal Probation	U.S.	30,000
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