



## 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

*Keoki Dudoit*

AUTHORIZED SIGNATURE

KEOKI DUDOIT, OPERATIONS DIRECTOR

PRINT NAME AND TITLE

01/18/2024

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:**           **MAKANA O KE AKUA INC**

**DBA/Trade Name:**   **MAKANA O KE AKUA INC**

**Issue Date:**           **01/17/2024**

**Status:**                 **Compliant**

Hawaii Tax#:            ██████████

New Hawaii Tax#:

FEIN/SSN#:            XX-XXX0712

UI#:                    XXXXXX6792

DCCA FILE#:           205732

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.**

Attached

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

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

Attached

#### **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](#).**

Makana O Ke Akua, Inc. (MOKA) will use the GIA grant funding for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. For more information on how MOKA fulfills this requirement, see the “public purpose and need to be served” section II number 3.

### **II. Background and Summary**

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

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

For almost two decades, Makana O Ke Akua (MOKA) has been a beacon of hope for formerly incarcerated men and those struggling with substance abuse and entangled in the criminal justice system, offering clean and sober transitional living. In its successful history since 2003, MOKA has helped over 3,800 men reintegrate into Hawaii’s society after their time in prison.

Clean-And Sober Houses MOKA Currently Operates:

MOKA 1 (Kalihi Valley):	2826 Numana Road, Honolulu, HI 96819
MOKA 2 (Waipahu):	94-274 Kahuanani Street, Waipahu, HI 96797
MOKA 3 (Mali):	87-116 Pelanaki Street, Waianae, HI 96792
MOKA 4 (Waikiki):	761 McCully Street, Honolulu, HI 96826
MOKA 5: (Ewa Beach):	91-714 Poloula Place, Ewa Beach, HI 96706
MOKA 6: (Kalihi):	2822 Numana Road, Honolulu, HI 96819
MOKA 7:(Salt Lake):	1189 Manuwa Dr, Honolulu, HI 96818

We are dedicated to offering secure and organized housing programs that aid men transitioning from incarceration to society. Our work is critical in promoting public safety and community healing throughout Oahu by providing a much-needed resource.

At the core of our philosophy is the belief that they can be a gift to those in need. Since its inception, our team at MOKA has worked tirelessly to bring hope and light into the lives of those they serve through exceptional service and care.

Our mission is to provide a sober and clean-living environment to men who wish to make a positive transformation in their lives. Meanwhile, their vision aims to reconnect, reunite, and restore these men back to their families, communities, and the workforce.

We currently have an impressive team comprising of two case managers, seven house managers, a few proficient drivers, and a cohesive unit dedicated to accomplishing the organization's goals. As we received additional funding, MOKA's growth became apparent.

COLLABORATIVE PARTNERSHIPS: MOKA has an array of organizations and businesses that we partner and collaborate with to provide the best service possible. These are the partnerships that we established over the years: Hawaii Paroling Authorities; Dept of Public Safety; Federal Probation Office; Federal Pretrial Office; Hawaii Probation Office; Institute for Human Services; Hoomau Keola; Council for Native Hawaiian Advancement; Waikiki Health Center; Saguaro Correctional Center; Waiawa Correctional Facility; Oahu Community Correctional Center; Halawa Correctional Facility; Laumaka Work Furlough Center; Hina Mauka – Residential Drug Treatment; Poailani – Residential Drug Treatment; Salvation Army – Residential Drug Treatment; NorthShore Mental Health – Counseling Agency; Honolulu Community Action Program – Employment Referral Program; Rent to Work; Friends of Waimanalo – Trades Academy; and the Alcohol Drug Abuse Division – Financial Assistance, Housing, Clean and Sober Assistance, and more.

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

GOALS: To restore family unity within formerly incarcerated men and in substance abused and poverty-stricken households; provide education, resource awareness, vocational, and employment assistance; and lessen non-violent criminal/addict recidivism.

- 96 intakes
- 24 financial classes
- 420 direct support services and referrals
- 84 employment services
- 96 reunifications
- 24 "maxed-out" of direct support services and referrals. "Maxed out" means they have served their full sentence without any reductions and are now eligible for release without being on parole or probation.
- 4 community engagement activities.

**Objectives:** The primary focus of supporting formerly incarcerated individuals is to assist them in their successful reintegration into society and ultimately reduce recidivism rates. To achieve these objectives, it is important to provide a stable and supportive environment that aids in the transition of formerly incarcerated men back into society. This involves facilitating access to education and vocational training, as well as assisting in finding suitable employment and developing essential life skills.

A crucial aspect of reintegration is ensuring that individuals have access to safe and stable housing, which helps to reduce the risk of homelessness. To reduce the chances of individuals returning to the criminal justice system, it is necessary to provide access to counseling, substance abuse treatment, mental health services, and peer support.

The focus should also be on encouraging residents to become active and responsible members of their community, engaging in pro-social activities such as volunteering and attending community meetings. Establishing positive social connections and support networks is equally essential, both within the home and in the broader community, as it provides a sense of belonging and reduces isolation.

Assisting residents in finding stable employment and managing their finances effectively is crucial for economic stability and reducing the risk of re-offending. Additionally, it is necessary to ensure that residents are aware of their legal obligations and help in meeting any parole or probation requirements.

Promoting physical and mental health is essential to help residents lead a healthy life. This can be achieved by providing access to healthcare services, counseling, and wellness programs. Furthermore, supporting residents in pursuing educational opportunities and acquiring new skills can enhance their employability and personal growth.

Conflict resolution and anger management resources and training should be made available to help residents manage conflicts and anger in a healthy and non-violent manner. Maintaining a safe and secure environment is necessary to ensure that residents feel protected and are free from violence or exploitation.

It is essential to educate the local community about the benefits of reintegration and reduce stigma and discrimination against formerly incarcerated individuals. Finally, regularly assessing and measuring the progress of residents in achieving their goals and objectives and adjusting support and services as needed is crucial for successful reintegration.

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

#### **Purpose:**

By providing a stable and supportive environment, these homes contribute not only to the well-being of the former inmates but also to the safety and health of the community as a whole. Lower recidivism rates mean fewer crimes, reduced costs for the criminal justice system, and a more harmonious society. Therefore, the provision of housing and support for formerly incarcerated individuals benefits not only those individuals but also society as a whole.

Providing a room for formerly incarcerated men in Hawaii serves several critical purposes and meets essential needs:

Facilitating Reintegration: It helps facilitate the smooth reintegration of these individuals into society. After release from prison, many face challenges in finding housing and employment due to their criminal records. A stable home environment is a foundational step towards rebuilding their lives.

Reducing Recidivism: By offering a stable living environment, such homes can significantly reduce the risk of recidivism. The stress of homelessness or unstable living situations can increase the likelihood of re-offending. Having a secure place to stay can help former inmates focus on positive aspects of reintegration, such as finding employment or pursuing education.

Providing Support and Counseling: These homes often offer more than shelter; they provide access to counseling, job training, and other support services. This holistic approach addresses various challenges formerly incarcerated individuals face, aiding their overall rehabilitation.

Contributing to Community Safety and Well-being: By supporting the successful reintegration of former inmates, such homes contribute to the safety and well-being of the wider community. Reducing recidivism rates translates to fewer crimes, which benefits society as a whole.

Ex-offenders' re-entry into the community involves several layers of needs and problems, impacting not only the individuals themselves but also their families, community, and broader societal and economic conditions. Each problem is intertwined with others, exacerbating the challenges faced by both the ex-offenders and the community. However, by comprehensively addressing these problems and needs, communities can turn challenges into opportunities for growth and progress.

#### **Need Served:**

According to the Bureau of Justice Assistance, the recidivism rate in Hawaii, based on recent studies, is approximately 52.1%, revealing that almost half of the individuals released from incarceration in the state are likely to return to custody within a three-year period.

According to ACLU Hawaii, Native Hawaiians, while constituting about 24% of the general population, account for a significantly higher percentage of the prison population.



Upon being released, immediate attention and intervention are required to address various community issues. This highlights the crucial need for supportive environments, such as homes for formerly incarcerated men, in facilitating successful reintegration into society and reducing the likelihood of re-offending.

Hawaii's communities face diverse challenges in reintegrating ex-offenders into society: social stigmatization; high recidivism rates; limited housing and job opportunities; and lack of support services.

As stated above, some of our clients are considered "maxed out," which means they have served their full sentence without any reductions and are now eligible for release without being on parole or probation. These men require additional assistance to secure: clothing; shelter; and other basic needs. Unfortunately, there is a scarcity of service providers for these men, exacerbating the challenges they face upon release.

A home for those who are just coming out of prison plays a pivotal role in addressing the challenges faced by released individuals. They provide stable housing, a fundamental need for anyone seeking to rebuild their life after incarceration. In addition to shelter, these homes offer access to resources such as counseling, job training, and other forms of support. This holistic approach is essential in addressing various aspects of reintegration, including mental health, employment, and social connections.

#### **4. Describe the target population to be served; and**

MOKA provides reentry and recovery housing programs for men transitioning out of prison in Hawaii, as well as those who are Hawaii residents and have been incarcerated on the mainland. Our assistance extends to men who are recovering from substance abuse and in the criminal justice system, providing them with a safe and supportive living environment as well as men who have "maxed-out" their sentence.

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

MOKA's housing programs are all on Oahu.

### **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;**

## **SCOPE OF WORK:**

MOKA is a compassionate and dedicated organization that strives to offer a range of housing programs aimed at assisting individuals who are in the process of reentry and recovery after incarceration, as well as those who have been affected by substance abuse and the criminal justice system. Their aim is to promote public safety and community healing on the island of Oahu by offering safe, secure, clean, and sober environments that significantly reduce rates of relapse, recidivism, and homelessness.

Our residents have access to 24/7 on-site managers who are trained to offer support and guidance throughout the recovery process. They provide a safe and structured living environment, which is essential for reintegrating individuals into the community, free from drugs, alcohol, and other pressures that may lead to re-offending.

## **TASKS**

1. Develop Outreach Programs: To achieve the goal of 96 intakes, outreach programs targeting clients returning to society from incarceration and clients dealing with substance abuse are reinforced.
2. Conduct Financial Literacy Workshops: Partnering with experts to run financial literacy workshops for 24 classes. This will aid the recovering individuals in handling their finances responsibly and achieving economic independence.
3. Strengthening Support Services: Improve existing services or implement new ones to meet our target of providing 420 direct support services and referrals.
4. Collaborate with Employment Agencies: Partnership with job agencies or local companies have been developed to facilitate 84 employment services. This will help participants find gainful employment, which is critical to their reintegration into society.
5. Establish Counselling Programs: Established effective counselling program to facilitate reunification with families or support systems, in order to achieve our goal of 96 reunifications.
6. Maxed-Out Direct Support Services and Referrals: These are tailored services aimed at those in the most need. We coordinate with related health, housing, and support entities to maximize effectiveness.
7. Organize Community Engagement Activities: We plan and implement four community engagement activities throughout the year. These events will encourage interaction between our clients and the local community, helping reduce stigma and facilitating a smoother reintegration process.
8. Recruit Volunteers and Train Staff: Having dedicated volunteers and trained staff really helps in accomplishing all these tasks more effectively and efficiently.

9. Secure Adequate Funding: We continuously apply for grants, solicit donations, and explore other potential funding sources to ensure sufficient financial resources are available to accomplish these tasks.
10. Monitoring and Evaluation: Finally, we have put in place systems to monitor and evaluate progress towards achieving these goals and adjust plans as necessary.

## **RESPONSIBILITIES:**

MOKA's approach to recovery is highly personalized. Our case managers monitor each individual's progress and create a tailor-made program that best suits their unique needs. The case managers assist residents in navigating various social services and ensuring that they receive the right help, from arranging necessary medical services, facilitating access to food and clothing, making employment referrals, and coordinating legal and court services if required.

Incoming Men Intakes: MOKA will thoroughly screen all potential candidates and select the most suitable individual from either their waitlist or through referral from other facilities. The staff will then proceed to initiate the engagement and assessment process, which involves gathering relevant information pertaining to the strengths, needs, resources, and support network of the resident. This will facilitate the development of an Individual Service Plan (ISP) tailored to meet the specific requirements of each individual.

Engagement and Assessment: These begin the foundational relationship between MOKA staff and prospective residents. The Case Manager (CM) gathers the man's info on his strengths, resources, needs, and support network. This info guides the Individual Service Plan (ISP) creation and delivery of individualized program services.

MOKA staff will arrange supplementary services to help stabilize support systems, enhance family functioning, or assist in goal attainment. This process determines the level of service needed and the man's willingness/readiness to engage. Additional staff supervision/support may be required depending on his circumstances and needs.

Financial Literacy Classes: Two hour-long monthly classes

Case Management: MOKA staff will assist with at least 17/18 and two "maxed-out" clients with personal documentation monthly in their ISP. The ISP is developed collaboratively with the client and -- when appropriate -- his family, close support persons, and other service providers. The needs are prioritized. The ISP is updated following any reassessment or significant change in his circumstances.

- a. Initial ISP Development: Planning is critical to MOKA's case management. It guides the client and CM using a proactive, step-by-step approach. The CM supervises the process and related documentation.

- b. ISP Implementation: CM is in person, by phone, or in writing. The residents’ needs dictate the type and frequency of contact. However, MOKA may establish minimum levels of contact and specify the types of contact required.
- c. Reassessment: Evaluate the impact of ISP activities to date, assess participant progress, and identify barriers to fully attaining ISP goals. Reassessment allows MOKA staff to determine whether current services or service levels should be changed.
- d. Service Plan Update the ISP will be revised following a reassessment. It may also be updated to reflect goal changes, case management activities, and participant circumstances.

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

Throughout the period of July 1, 2024, to June 30, 2025, the diligent staff at Makana O Ke Akua (MOKA) will dedicate their efforts towards providing a comprehensive array of services for the benefit of men in recovery. These services will encompass 8 monthly intakes, 2 financial classes, 35 direct support services and referrals, 7 employment services, 8 reunifications, and the assistance of 2 "maxed-out" clients. Annually will have four community engagement activities.

**Timeline**

Jul-24	8 intakes 2 Financial Literacy classes 35 direct service support and referrals 7 employment services 8 reunifications 2 “Maxed-out” direct services & referrals	Aug-24	8 intakes 2 Financial Literacy classes 35 direct service support and referrals 7 employment services 8 reunifications 2 “Maxed-out” direct services & referrals
Sep-24	8 intakes 2 Financial Literacy classes 35 direct service support and referrals 7 employment services 8 reunifications 2 “Maxed-out” direct services & referrals	Oct-24	8 intakes 2 Financial Literacy classes 35 direct service support and referrals 7 employment services 8 reunifications 2 “Maxed-out” direct services & referrals
Nov-24	8 intakes 2 Financial Literacy classes 35 direct service support and referrals	Dec-24	8 intakes 2 Financial Literacy classes 35 direct service support and referrals

7 employment services  
 8 reunifications  
 2 “Maxed-out” direct services & referrals  
 1 volunteering with community event

7 employment services  
 8 reunifications  
 2 “Maxed-out” direct services & referrals  
 1 volunteering with community event

Jan-25

8 intakes  
 2 Financial Literacy classes  
 35 direct service support and referrals  
 7 employment services  
 8 reunifications  
 2 “Maxed-out” direct services & referrals

Feb-25

8 intakes  
 2 Financial Literacy classes  
 35 direct service support and referrals  
 7 employment services  
 8 reunifications  
 2 “Maxed-out” direct services & referrals

Mar-25

8 intakes  
 2 Financial Literacy classes  
 35 direct service support and referrals  
 7 employment services  
 8 reunifications  
 2 “Maxed-out” direct services & referrals  
 1 volunteering with community event

Apr-25

8 intakes  
 2 Financial Literacy classes  
 35 direct service support and referrals  
 7 employment services  
 8 reunifications  
 2 “Maxed-out” direct services & referrals

May-25

8 intakes  
 2 Financial Literacy classes  
 35 direct service support and referrals  
 7 employment services  
 8 reunifications  
 2 “Maxed-out” direct services & referrals  
 1 volunteering with community event

Jun-25

8 intakes  
 2 Financial Literacy classes  
 35 direct service support and referrals  
 7 employment services  
 8 reunifications  
 2 “Maxed-out” direct services & referrals

MEASURABLE OUTCOMES and ACTION PLAN:

Outcome 1: 8 men/month will get accepted into one of our homes and we will do an intake.

Action Plan: Interview two men per week to reach the eight intakes. Reach out to our partners weekly when we have openings.

Outcome 2: 35 men/month will be given referrals.

Action Plan: Our organization employs two dedicated case managers, each serving a monthly caseload of 17 or 18 men, with the aim of providing comprehensive direct services. To ensure the best possible outcomes for these men, we work closely with a variety of local support services, healthcare providers, and community groups to offer a broad range of support.

Outcome 3: 7 men/month will receive employment assistance.

Action Plan: – We collaborate with employment partners and local businesses that have expressed a willingness to offer job opportunities. In addition, we join forces with our partners to facilitate vocational training.

Outcome 4: 2 financial classes will be given every month.

Action Plan: Schedule monthly classes to be held in different homes, allocating two days each month for this purpose. Place flyers in each of the homes listing the dates of all the classes to accommodate any men who are unable to attend a session in their own home.

Outcome 5: 8 men will reunite with their families.

Action Plan: Develop a carefully planned and organized procedure to assist with reuniting families, which includes ensuring adequate resources, personnel, and facilities to provide support.

Outcome 6: 2 men that have maxed out their prison life, will be given referrals.

Action Plan: Our organization is equipped with a team of two dedicated case managers who provide direct assistance to one individual per month. Our efforts extend beyond just case management as we collaborate with local partners to provide comprehensive support in areas such as healthcare, housing, clothing, and other necessities. In addition, we also leverage our partnerships with local businesses and employment partners to create job opportunities and offer vocational training programs.

Outcome 7: 4 community events in which the men will volunteer in

Action Plan: In our effort to engage with the community, we carefully select four events to participate in and diligently distribute flyers throughout the neighborhood to encourage our clients to participate as volunteers. Furthermore, we place a strong emphasis on conducting regular reviews and obtaining feedback to ensure the success and improvement of the events we organize.

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

The leadership team at MOKA acknowledges that a Q.A. plan is pivotal to the successful implementation of any quality system within an organization. They understand that a well-crafted Q.A. plan that encompasses project evaluation and the development of tools necessary

for collecting desired data is imperative. Such a plan ensures that data-driven decisions guide the project's overall success, helps to achieve optimum Return On Investment, measures the efficacy of the project's approach, and provides insight into how and when improvements can be made to increase project success.

**Monitor:** Our Q.A. planning commences by establishing a team dedicated to this activity. The plan development is an organization-wide activity, and the team starts by defining the project's goals and objectives, then develops corresponding quality goal and objective targets necessary to meet the highest standards.

Our team crafts a Q.A. Plan that guarantees the successful implementation of all the processes required for the project's success. This includes developing standard operating procedures (SOP). The Q.A. plan benefits initially by leveraging the experiences of staff or partners who have encountered problems in previous projects. We understand that experienced staff can anticipate and guard against issues that may arise during the project, thereby preventing performance issues. The feedback of experienced staff is used to guide project protocols, techniques, and tools.

**Evaluate:** Collecting data on the efficacy of our initiatives has been a cornerstone Q.A. practice since MOKA's inception. We survey project participants during and after the project, and the feedback is compiled into a dynamic database where overall trends are analyzed and evaluated.

We utilize quantitative and qualitative Q.A. tools to evaluate program impact. We intend to collect data related to and evaluate project performance using several metrics, such as the number of clients making ends meet, the number of clients that use their new personal budget to manage their finances, the number of clients that exhibit increased confidence in their finances, the number of clients that increased their savings, the number of clients that reduced their debt load, and the number of clients progressing towards their personal financial goals.

We use surveys and attendance sheets to collect data, assess performance, track client data points, and regularly survey participants and partners regarding their safe housing experience and their recommendations on areas to improve. Data will be compiled and reviewed against the performance metrics to identify areas of needed improvement and determine the best strategies to implement positive change.

**Improve Results:** Our MOKA team believes in sharing the outcomes of our data analysis with other safe housing partners openly. We think that by sharing successful strategies and learning from each other's lessons, we can expedite the roads to successfully addressing some of the critical self-sufficiency needs facing our male clients. Lessons learned are a critical part of any community's growth.

**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, the**

**measure(s) of effectiveness will need to be updated and transmitted to the expending agency.**

Annual Measures:

- 96 intakes
- 24 financial classes
- 420 direct support services and referrals
- 84 employment services
- 96 reunifications
- 24 "maxed-out" direct support services and referrals
- 4 community engagement activities.

**Assessing the program's achievement and accomplishments:**

**Recidivism Rates:** This is a critical measure for any program dealing with formerly incarcerated individuals. Tracking the rate at which participants re-offend and are reincarcerated provides direct insight into the program's impact on preventing repeat offenses.

According to the Bureau of Justice Assistance, the recidivism rate in Hawaii, based on recent studies, is approximately 52.1%, revealing that almost half of the individuals released from incarceration in the state are likely to return to custody within a three-year period.

MOKA has maintained a commendable recidivism rate of 11% by dedicating itself to the success of its clients. We commit ourselves to their reunification, employment stability, and secure housing, enabling them to achieve a new lease on life. MOKA acknowledges and celebrates the individual achievements of its residents, recognizing that each person comes from a unique background. We offer personalized incentives to strengthen their job and educational prospects.

**Employment and Economic Stability:** Assess the rate of employment among our clients both during and after the program. This includes job retention, types of employment, and any increase in earnings. Economic stability is a key indicator of successful reintegration into society.

**Financial literacy:** It leads to food security and a stronger and educated workforce, which translates into lower crime rate, less stress in our clients lives, which lead to happier men that can reunite with their families. MOKA's leadership understands the critical – albeit indirect – role financial literacy plays with our target population.

**Community Engagement and Social Connections:** We measure the level of engagement with community activities, the development of positive social networks, and the establishment of supportive relationships outside of the criminal justice system.

**Participant Satisfaction and Feedback:** We Collect feedback from our clients regarding their experience in the program. This qualitative data can provide us with insights into areas of success and aspects that need improvement.



**Compliance with Program Requirements:** We track adherence to the rules and requirements of the program, including attendance at meetings, compliance with curfews, and participation in mandatory activities.

The effectiveness of our program is thoroughly evaluated through a combination of various measures. The assessment is carried out regularly, and any necessary adjustments are made to ensure that the program fulfills its objectives and provides effective support to formerly incarcerated men in their reintegration into society. It is important to note that we acknowledge the need for support beyond our organization, and thus maintain strong relationships to facilitate the achievement of our clients' goals. MOKA has an array of organizations and businesses that we partner and collaborate with to provide the best service possible.

These are the partnerships that we collaborate and have established over the years: Hawaii Paroling Authorities; Dept of Public Safety; Federal Probation Office; Federal Pretrial Office; Hawaii Probation Office; Institute for Human Services; Hoomau Keola; Council for Native Hawaiian Advancement; Waikiki Health Center; Saguro Correctional Center; Waiawa Correctional Facility; Oahu Community Correctional Center; Halawa Correctional Facility; and Laumaka Work Furlough Center. Hina Mauka – Residential Drug Treatment, Poailani – Residential Drug Treatment, Salvation Army – Residential Drug Treatment, NorthShore Mental Health – Counseling Agency, Honolulu Community Action Program – Employment Referral Program, Rent to Work, Friends of Waimanalo – Trades Academy, Alcohol Drug Abuse Division – Financial Assistance, Housing, Clean and Sober Assistance, and more.

**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 - Attached
  - b. Personnel salaries and wages - Attached
  - c. Equipment and motor vehicles - Attached
  - d. Capital project details - Attached
  - e. Government contracts, grants, and grants in aid - Attached
  
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
\$225,657	\$214,158	\$215,157	\$200,025	\$854,997

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

MOKA is currently in the process of seeking financial support through a range of channels, including grants from the City and County of Honolulu Grant in Aid and the Department of

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant:     Makana O Ke Akua Inc.    

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	251,200		113,033	
2. Payroll Taxes & Assessments	37,680		32,564	
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>288,880</b>		<b>145,597</b>	
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	24,000			
2. Insurance	15,600			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	310,617		36,000	
5. Staff Training				
6. Supplies	18,000			
7. Telecommunication				
8. Utilities	135,000		6,403	
9 Computers	6,000			
10 Printer	2,500			
11 Grant Management	24,000		12,000	
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>535,717</b>		<b>54,403</b>	
<b>C. EQUIPMENT PURCHASES</b>	<b>30,400</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>854,997</b>		<b>200,000</b>	
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	854,997	Keoki Dudoit (808) 864-9823		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	200,000	<i>Keoki Dudoit</i> 1/18/2024		
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>1,054,997</b>	Keoki Dudoit, Operations Director Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant:      Makana O Ke Akua, Inc.                     

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Washing Machines	16	\$950	\$15,200	\$ 15,200
Dryers	16	\$950	\$15,200	\$ 15,200
			\$0	
			\$0	
			\$0	
<b>TOTAL:</b>	<b>32</b>		<b>\$30,400</b>	<b>\$ 30,400</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:           \_Makana O Ke Akua, Inc.          

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			N/A			
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

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

Applicant:           Makana O Ke Akua          

Contracts Total:           1,186,000          

	<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	Clean & Sober Housing for Adult Offenders/Parolees on the Island of Oahu pursuant to Section 42F-102	2/1/2023 - 1/31/2025	Department of Public Safety	State	360,000
2	Transitional Housing (Oahu) Second Chance Act for males	10/1/2023 to 9/30/2024	U.S. Probation & Pretrial Services Office	US	576,000
3	GIA grant for public purpose pursuant to Section 42F-102	5/1/2023 - April 30, 2024	office of community service	State	250,000
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Justice, as well as USDA grants. Additionally, our organization benefits from a for-profit enterprise that channels resources into our non-profit operations.

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

Not Applicable

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

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

\$20,000

## **V. Experience and Capability**

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

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

MOKA has demonstrated in that past 20 years that we have the necessary skills, abilities, knowledge, and experience relating to the request stands as a testament to the organization's steadfast commitment to creating safe and supportive living environments for men seeking a safe place for formerly incarcerated men and those struggling with substance abuse and entangled in the criminal justice system. Despite our existence for 18 years without the aid of grants, the organization has remained successful through its insistence on using the "continuing improvement" business model.

By implementing individual service plans, we can tailor our approach to meet the specific needs of each client. Goals and strategies outlined in these plans are linked to observable and measurable success indicators, and progress is continuously monitored and revised to reflect achievements or address unanticipated challenges.

We adhere to ethical, legal, and program standards and guidelines to maintain our residents' privacy, confidentiality, health, and safety. Our strength-based approach builds on individual, family, and community knowledge, skills, and assets in a friendly and positive manner.

Our culturally and linguistically competent staff members understand the local culture and communicate with clients in culturally appropriate ways. Our team also facilitates access to other community resources to provide our clients with the necessary support to maintain their safety and sobriety.

Our compassion-based approach to activities acknowledges and addresses the life experiences and challenges that our clients face. This approach, combined with our seven clean and sober housing facilities on the Island of Oahu, provides temporary housing for certain segments of the formerly incarcerated male population.

Our facilities fee ranges from \$450 to \$650 per month, depending on location, reflecting on Hawaii's expensive housing market. In a good year, the facilities break even, leaving little extra due to the transitory nature of our clients.

Despite our success, we recognize the importance of support from grants to help sustain us to be a successful business model in the future. As such, we apply for federal, private foundations, corporate foundations, and local government grants. These grants will enable us to continue providing support and creating safe and supportive living environments for our clients. have the

## **2. Facilities**

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

MOKA operates 155 beds in seven houses.

### Clean-And Sober Houses MOKA Currently Operates

MOKA 1 (Kalihi Valley): 2826 Numana Road, Honolulu, HI 96819 is a single-family house of 2208 Square Feet and sits on a 4,505 square foot lot. This property, situated in the Kalihi Valley neighborhood of Honolulu, HI, offers a typical suburban living experience with its own unique characteristics. The neighborhood is relatively car-dependent, with limited public transit options and somewhat bikeable surroundings.

- **Interior:** Fully furnished 10 bedrooms, 2 full baths, kitchen (utensils, pots and pans, dishes, and glassware included), dining area with dining table, and 2 living room areas with couches and coffee table, bedding, towel, cleaning supplies are all provided.
- **Exterior:** 2 car garage, back yard with storage room in garage and back yard, smoking area., includes 2 coin-operated washers and dryers

MOKA 2 (Waipahu): 94-274 Kahuanani Street, Waipahu, HI 96797 is a single-family residence located in the Waipahu Triangle neighborhood. The property has amenities such as a bedroom and a full bath on the first floor, along with storage and a wall/fence. The neighborhood is relatively car-dependent, with Close proximity to public transportation and bike-friendly community, and somewhat walkable.



- **Interior:** Fully furnished 8 bedrooms, 5 full baths, kitchen (utensils, pots and pans, dishes, and glassware included), dining area with dining table, and 2 living room areas with couches and coffee table, bedding, towel, cleaning supplies are all provided.
- **Exterior:** 6 car garage, back yard with storage room in garage and back yard, smoking area, including 3 coin-operated washers and dryers.

MOKA 3 (Maili): 87-116 Pelanaki Street, Waianae, HI 96792 is a single family house which has a total living area of 3,500 square feet, the area is known for its residential character. The neighborhood is relatively walkable, bike friendly, and easy to take advantage of The Bus system as it is right off Farrington Hwy.

- **Interior:** Fully furnished 8 bedrooms, 4 full baths, kitchen (utensils, pots and pans, dishes, and glassware included), dining area with dining table, and 2 living room areas with couches and coffee table, bedding, towel, cleaning supplies are all provided.
- **Exterior:** a gated 4 car carport, back yard with storage room on the side of the house, an outdoor refrigerator and back yard, smoking area, including 2 coin-operated washers and dryers.

MOKA 4 (Waikiki): 761 McCully Street, Honolulu, HI 96826 It features a single residential building with a total area of 4,593 square feet, situated on a lot size of 4,979 square feet. The property is categorized as improved residential in terms of its zoning and use. The property is located in a neighborhood that is well-regarded for its walkability, excellent transit options, and biking infrastructure, making it a convenient location for different modes of transportation.

- **Interior:** Fully furnished 9 bedrooms, 3 full baths/3 half bath, kitchen (utensils, pots and pans, dishes, and glassware included), 3 dining area with dining table, and 3 living room areas with couches and coffee table, bedding, towel, cleaning supplies are all provided.
- **Exterior:** 8 car parking stalls, backyard smoking area, picnic table for socializing. This complex has 4 coin-operated washers and dryers.

MOKA 5: (Ewa Beach):91-714 Poloula Place, Ewa Beach, HI 96706, the property boasts a living space of 2,744 square feet, distributed over two stories. The ground floor is 1,232 square feet. The lot size is 5,046 square feet. Zoning code is both county and state use descriptions classify it as Improved Residential. It's situated in the Greater 'Ewa neighborhood of Ewa Beach and the neighborhood offers a somewhat walkable environment with a decent bike path, but definitely car-dependent area.

- **Interior:** Fully furnished 8 bedrooms, 4 full baths, kitchen (utensils, pots and pans, dishes, and glassware included), 1 dining area with dining table, and 2 living room areas with couches and coffee table, bedding, towel, cleaning supplies are all provided.

- **Exterior:** enclosed 5 car carport parking stalls, backyard smoking area, including 2 coin-operated washers and dryers.

MOKA 6: (Kalihi): 2822 Numana Road, Honolulu, HI 96819 has a total area of 1,428 square feet, situated on a 5,729 square foot lot. This property, situated in the Kalihi Valley neighborhood of Honolulu, HI, offers a typical suburban living experience with its own unique characteristics. The neighborhood is relatively car-dependent, with limited public transit options and somewhat bikeable surroundings.

- **Interior:** Fully furnished 3 bedrooms, 1 full bath, kitchen (utensils, pots and pans, dishes, and glassware included), dining area with dining table, and a living room area with couches and coffee table, bedding, towel, cleaning supplies are all provided.
- **Exterior:** 6 car carport parking area, back yard with storage room in garage and back yard, smoking area, including 2 coin-operated washers and dryers.

MOKA 7 (Salt Lake): 1189 Manuwa Dr, Honolulu, HI 96818 is on a lot size of 5,000 square feet and is a one-story building with a living area space close to 1,000 square feet. The neighborhood is relatively car-dependent, with limited public transit options and somewhat bikeable surroundings.

- **Interior:** Fully furnished 3 bedrooms, 1 full bath, kitchen (utensils, pots and pans, dishes, and glassware included), dining area with dining table, and a living room area with couches and coffee table, bedding, towel, cleaning supplies are all provided.
- **Exterior:** 2 car carport parking area, back yard with storage room in garage and back yard, smoking area, including 1 coin-operated washer and dryer.

## **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.**

MOKA's framework aims to create a holistic approach to reintegration, addressing the multifaceted challenges faced by formerly incarcerated men and ensuring a supportive path towards a successful return to society..

The MOKA Staff have a combined experience of more than 55 years in this field. We have four key people that take care of the backbone of our facilities.

Executive Director: John Dudoit

Because John has been on the side of the clients, he understands many of their needs, hence why he started Makana O Ke Akua, Inc. "Gift of God."

The Executive Director is the driving force behind the organization's success, ensuring it fulfills its mission effectively while navigating the challenges unique to supporting formerly incarcerated individuals. Their role requires a combination of strategic thinking, empathetic leadership, financial acumen, and a deep commitment to social justice and rehabilitation.

The role of an Executive Director in an organization providing homes and support for formerly incarcerated men is multifaceted and pivotal for the success of the program. Here's an overview of their key responsibilities: Leadership, Strategic Direction, Budget Management, Community Engagement, Reporting to the Board, and more.

Operations Director: Keoki Dudoit

An Operations Director at MOKA provides homes and support for formerly incarcerated men plays a critical role in ensuring the smooth functioning of daily operations. His position typically involves a blend of administrative oversight, facility management, and internal process optimization.

In essence, our Operations Director is responsible for the continuity of the organization's daily activities, focusing on efficiency, resource management, and the creation of a stable and supportive environment for both residents and staff. This role requires a unique blend of practical problem-solving skills, organizational prowess, and an understanding of the specific challenges faced by formerly incarcerated individuals.

Case Managers: Kathy Niezman and Asha Autele

Our Case Managers provide support for formerly incarcerated men is a crucial role that involves direct interaction with the residents to support their reintegration into society. The position focuses on addressing individual needs and facilitating access to necessary resources and services.

There are also 12 experienced house managers that supervise the seven MOKA facilities on Oahu. Each house has at least one House Manager, but the majority of the homes have two House Managers.

House Manager Duties:

- Assist applicants with the In-take process and follow-up throughout the process.
- Implement Crisis Intervention Strategies: Provide intensive supports and wrap-around services to individuals transitioning into housing or experiencing mental health, substance use, lease violations, financial issues and any other problem that may cause severe life disruption or program termination
- Tenant Rights and Advocacy: educating residents on their tenancy rights and activities that allow them to advocate for themselves

- Assist coordination of client engagement process, follow-up and tracking reentry
- Maintain relationships with partner agencies/organizations involved in housing counseling.
- Participate in training opportunities for housing.
- Complete all required paperwork, data entry, communications, filings, and report housing stability, challenges, housing maintenance reports and resolutions, and other programmatic information to the Executive Director.
- Record tracking and dissemination documents via shared file database.
- Assist clients with maintaining stable employment, meetings, scheduled appointments and linking residents to community resources and support.
- Prepare monthly, quarterly, and annual reports
- Complete other tasks as assigned, to support the housing program
- Helping clients accomplish their goals and work towards self-sufficiency; offer counsel and guidance; maintain regular face-to-face contact with enrolled individuals.
- Maintain case documentation in prompt and timely manner, including progress notes, database entries, and all other relevant information to assist clients and to comply with program requirements.

Executive Director John Dudoit promotes cross-housing collaboration, as well as specified departmental support as needed. This includes providing administrative and managerial support to the seven properties. This role ensures development and implementation of administrative controls, goal visibility & measurement, and program compliance measurements. He is also the liaison with state and county agencies with an overall goal of strengthening MOKA's housing programs, fostering agency growth, and ensuring alignment with overall agency mission and standard.

#### Essential Duties and Responsibilities:

- Evaluate, develop, and implement procedures according to programmatic, or agency mission, and fiscal objectives. Coordinate the team to implement updates to protocols, procedures, and systems in support of goals.
- Inter-housing coordination: Develop strategies and coordinate implementation plans to standardize and improve the operation of s's housing programs. Analyze and ensure efficient use of resources, staffing, & office logistics across MOKA's housing programs.
- Monitor and analyze goals, metrics and needs for timely completion of deliverables, ensure housing sustainability.
- Liaison with other service providers regarding agency-wide strategic goals & initiatives, and operational activities. Collaborate with executive team regarding long-term operational plans and performance goals.
- Foster and maintain relationships with department leaders, executive team, external partners, and vendors. Uphold agency mission, policies, and standard.
- Oversee the administrative functions of housing programs to ensure apartment unit acquisition, furniture purchase, client move out, apartment clean-outs, and donation pick-ups.
- Supervises direct reports.

- Works with Finance Department in connection with the operation of Property Management.
- Shall be available to handle all other issues.

## 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.**

See Attached

## 3. Compensation

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

Executive Director – \$60,000

Operation Director – \$48,000

## 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.**

None

### 2. Licensure or Accreditation

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

Not Applicable

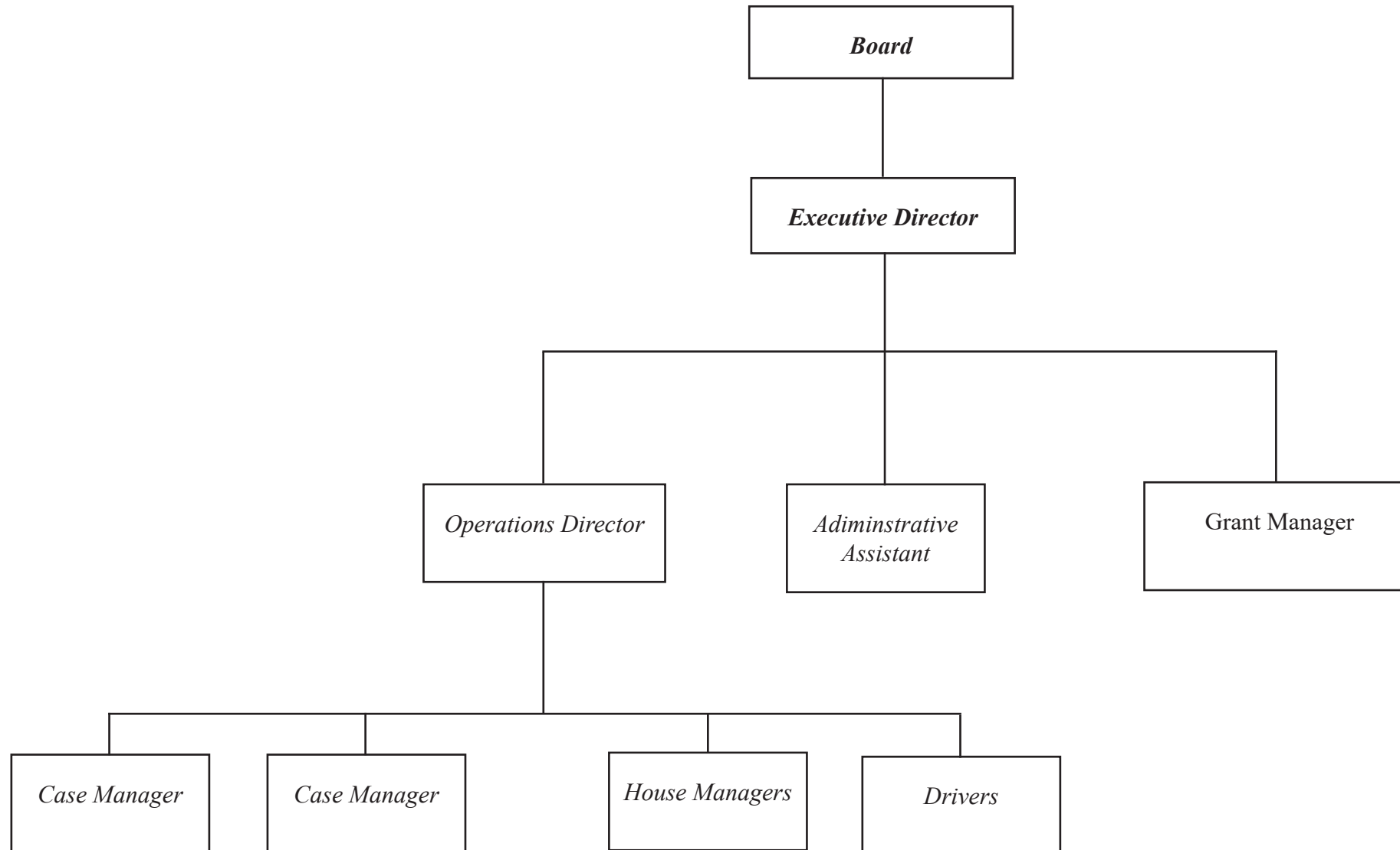
### 3. Private Educational Institutions

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



**Makana O Ke Akua, Inc.**  
*"Gift of God"*  
**CLEAN AND SOBER LIVING**



#### **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.**

#### **Plan for Continuity Beyond Grant Period**

##### **I. Staffing Plan**

We currently have a highly committed staff including case managers, partners, volunteers, and other necessary personnel to run our organization.

Beyond the grant period, our plan to sustain staff is:

1. Employee Retention: By fostering an attractive work environment, providing competitive salaries and incentives, and ensuring career progression, we aim to retain existing staff.
2. Volunteers and Interns: Partnering with colleges, universities, and other local institutions to bring on volunteers and interns to support our programs and staff.

##### **II. Funding Plan**

Continued funding is vital to keep our services operational. Therefore, beyond the grant period, we plan to:

1. A Donor Program: We have developed and executed a structured fundraising strategy, which involves reaching out to potential donors, corporations, philanthropic entities, and well-wishers.
2. Continue to apply for grants: We continuously search for and apply for suitable grants at both local and national levels.

##### **III. Resource Management Plan**

Resources like premises, supplies, utilities, etc., are vital for us to function effectively. Beyond the grant period, our strategies include:

1. Cost-Efficiency Measures: we have adopted cost-saving practices, negotiate better terms with vendors, and be efficient with utilities.
2. Partnerships with local businesses and service providers: By developing mutual support and goodwill within the community, we have been able to secure services and resources at discounted rates or as in-kind contributions.

#### **IV. Partnerships and Collaborations**

Collaborating with other nonprofits, social agencies, government departments, etc., can reduce costs and increase service reach. Shared services, combined programs, joint funding proposals are a few possibilities.

All the above strategies aim to make our non-profit sustainable and robust, well past the grant period.