

ORIGINAL

House District _____

Senate District _____

THE TWENTY-FOURTH LEGISLATURE
HAWAI'I STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAI'I REVISED STATUTES

Log No: 8-0

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST Department of Labor
AND PROGRAM I.D. NO. _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
ALU LIKE, Inc.

Db/a: _____

Street Address: 458 Keawe Street
Honolulu, Hawai'i 96813

Mailing Address: _____

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name David Kamiyama

Title Director

Phone # (808) 535-6785

Fax # (808) 524-1533

e-mail dakamiy@alulike.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

6. SSN (IF AN INDIVIDUAL): N.A.

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Adult Offender/Ex-Offender Project
Pre-release workshops and post-release services to prevent criminal recidivism

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2007-2008 \$ _____

FY 2008-2009 \$ 225,000

9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

Mervina K.M. Cash-Kaeo, President/CEO
NAME & TITLE

12/27/07
DATE SIGNED

Application for Grants and Subsidies for Adult Offender/Ex-Offender Project

I. Background and Summary

The Applicant's Relevant Background - ALU LIKE, Inc. has provided Employment and Training services Statewide since 1978 and specialized in Employment and Training services to offenders/ex-offenders since 1986 through funding from a variety of sources (and a few time lapses when funding could not be secured). The Director of ALU LIKE's High Risk Reduction Department started these specialized services to offenders/ex-offenders and has guided the program since that time. ALU LIKE has also administered many programs with direct relevance to this proposal that relate to family healing and substance abuse cessation. Currently, the meager funding for ALU LIKE's Offender/Ex-Offender Project, from the Office of Hawaiian Affairs (due to the over-representation of incarcerated Native Hawaiians) will run out during the 2008 Legislative Session.

The Goals And Objectives

The program's goal: Prevent the re-incarceration of adults who are released from prison on parole or have served their sentence.

The service objectives:

1. Assist 150 incarcerated offenders to better understand themselves and their responsibilities to themselves, their families, and their communities.
2. Assist 75 to 100 ex-offenders to succeed in securing and retaining employment upon release from prison.

The outcome objective: Less than 20% of the ex-offenders served will return to prison for parole violations or criminal recidivism.

The Public Purpose And Need To Be Served - The rate of re-incarceration for those released from prison is normally about 60%, so it is clear that the obstacles to successful re-entry into society are very difficult to overcome for the majority of ex-offenders. They need help to become productive members of society. The public purpose is to change the drain on public funds required to house returned prisoners into tax paying, productive members of society.

The Target Population To Be Served - The target population is men and women who are soon to be released from Wai'awa, Women's, and Hālawā prisons, residing in a halfway house, or are otherwise on parole on O'ahu.

The Geographic Coverage - The island of O'ahu, where 90% of ex-offenders reside.

How The Request Will Benefit The Community - At a minimum, the

community will benefit by not having to pay the costs of incarcerating over 80 people who are helped to not return to prison. In May of 2006, the annual cost per inmate was reported as \$36,557. Even without calculating taxes paid by those who are helped to succeed, and the costs for enforcement and court actions when ex-offenders are not helped (and they return to prison), this program will save the State over \$2,880,000 in prison costs (80 people times \$36,557). This is equivalent to saving the State over \$12 for every \$1 invested in this program, compounded for each year that the ex-offenders remain out of prison.

II. Experience and Capability

A. Necessary Skills and Experience

Since 1986, ALU LIKE's Offender/Ex-Offender Job Placement Project has provided pre-employment workshops for, and placed over 3,000 ex-offenders into educational training or employment. The project maintained a re-arrest rate of 10% or less, compared to the State's re-arrest rate of 60% (as reported by the Hawaii Criminal Justice Data Center). This project has received a National Exemplary Prevention Program Award from the U.S. Department of Health and Human Services and received a National Community Health Promotion Award.

Pertinent contracts over the past three years are:

- Office of Hawaiian Affairs (for Honolulu County), contract number 1466.01
- Hawai'i Paroling Authority (for Hawai'i and Kaua'i Counties), contract number 52259

B. Quality Assurance and Evaluation

Quality Assurance - Service quality will be monitored, assessed, and improved on an ongoing basis through the following actions:

1. Participant Exit Interviews will be conducted that will include the following questions:
 - Did the project meet your expectations?
 - Were you treated with dignity and respect?
 - What was the most important thing you gained from your participation?
 - How would you improve the project?The feedback from these exit interviews will be discussed at regular staff meetings led by the Project Manager and activities will be adjusted, as appropriate, in response to the feedback.
2. The staff will solicit feedback from participants as part of their ongoing contact and keep a journal of responses regarding ways to improve the project. At staff meetings, the staff will be encouraged to share their mana`o on how to improve the project. Appropriate

actions will be determined and implemented.

3. The Project Manager will communicate with the staff to review project status and discuss any difficulties being encountered and any client or staff feedback that can lead to improvements. Quarterly reports will include a section on how staff and participant feedback was used to improve the project.

Evaluation - The program evaluation will be conducted internally rather than through an outside sub-contract in order to maximize resources for services. Project implementation and outcomes will be assessed quarterly to determine the need for changes. An impact analysis (cost/benefit analysis) will be conducted annually. The **program evaluation** will answer the following questions to determine if the project is implemented as planned and whether it is achieving its service objectives.

1. Were project activities conducted as proposed?
2. Did project activities result in the projected number of clients served?
3. Are the partners in the project aware of and fulfilling their expected roles?
4. Is there a well-integrated continuum of services that is reasonably scheduled and appropriate for the target population?

The **outcome evaluation** will determine the number and percent of participants who:

- Are placed in employment or career training.
- Do not return to prison. (Note that tracking the prison recidivism beyond this year of funding will depend on future funding to continue the program, and continuation funding will be pursued to be able to continue follow-ups on recidivism.)

C. Facilities

The facilities to be used are ALU LIKE's offices at 458 Keawe Street, two blocks Diamond Head of the Federal Building near downtown Honolulu. These facilities have proven their adequacy in the current and prior similar projects. The offices are located on the ground floor and are ADA compliant for wheelchair accessibility. All necessary office equipment and furniture to conduct business is in place. The staff will use the office to complete paperwork and hold meetings with participants and families when appropriate. However, most meetings and the primary project activities will take place at the prisons and halfway houses.

III. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

There will be a total of 3.15 full time equivalent (FTE) staff positions for this project.

The Staff, their full time equivalents, main duties and qualifications are summarized as follows:

ADMINISTRATIVE STAFF:

Director (0.05 FTE)

Duties: Administer project; train and supervise Project Manager; guide program development and corrective measures; inter-agency and intra-agency administrative liaison; secure continuation funding; oversee budget and reporting requirements; monitor service quality and progress toward achieving objectives and outcomes.

Qualifications: David Kamiyama, the Director, has administered ALU LIKE's adult Offender/Ex-Offender Project for 21 years and administered several similar projects for youths, as well as several youth substance abuse prevention projects. He has a Bachelors of Business Administration from the University of Hawai'i.

Administrative Assistant III (0.05 FTE)

Duties: Provide clerical and fiscal support to the project Administrator and Manager.

Qualifications: Tanya McWilliams, the Administrative Assistant has 3 years in assistant and fiscal experience, is knowledgeable in ALU LIKE's fiscal procedures and policies, proficient with office machines, and is computer literate.

Planning/Evaluation Specialist V (0.05 FTE)

Duties: Provide project performance evaluation/services improvement planning, and periodic outcomes evaluation; plan and secure ongoing funding.

Qualifications: Richard Melton, who is the Planning/Evaluation Specialist, has 18 years experience with these duties and a Masters of Public Health.

DIRECT SERVICES STAFF:

Manager I (0.50 FTE)

Duties: Explain project to potential participants; participant intake; establish participant service schedules; supervise the project staff; develop and carry out in-service staff training; liaison with referral sources, the community, and other ALU LIKE services; monthly and quarterly reports.

Qualifications: The Project Manager, Lovey Slater, has 16 years experience working with adult offenders; an extensive knowledge and understanding of Hawaiian culture; excellent oral

and written communicate skills; and 11 years supervisory experience.

Program Specialist III (2.50 FTE)

Duties: Provide the scope of services (listed in Section IV, below).

Qualifications: The Program Specialists must have relevant specialized training at the level of a Bachelors Degree and at least 2 years of employment related to the project services. Two of the current Program Specialists, Kimberly Kahikina and Kelli-Lei Kauhola will be rehired, and a third Program Specialist will be hired to fill out the 2.50 FTE.

Supervision and Training

As shown in the qualifications above, the Administrator has many years of experience in successful supervision and administration directly related to the proposed services. The supervision also has involved ongoing in-service training on all aspects of intake, assessment, collaboration, activities, data collection, etc. for these services.

B. Organization Charts - See the attached project and organizational charts.

IV. Service Summary and Outcomes

A. Scope Of Work

When released from incarceration, individuals have a difficult time making a positive transition into the community. They must contend with the criminal record that will follow them, and the majority of them lack basic education and job seeking skills. Other significant barriers such as clothing, substance abuse and lack of transportation hinder their progress in securing gainful employment. These factors, along with the unwillingness of many employers to hire ex-offenders, often lead to recidivism.

We will help to overcome these barriers by providing employment and training services through a holistic approach, including in-facility workshops and counseling, and post-release case management to address the individual needs of each participant. ALU LIKE's Employment and Training Program and other collaborating County and State employment services will work collaboratively to provide the employment and training services to the ex-offenders and halfway house participants. Service delivery and activities by ALU LIKE will include:

1. Outreach

The Project will expand awareness of its services through continued collaboration with the Hawaii Paroling Authority and the halfway houses.

2. Pre-Release Cognitive Issues Workshops

The cognitive issues workshops, which will be conducted in the Wai`awa, Women's, and Hālawā correctional facilities, will teach the participants to take responsibility for their own actions and their family responsibilities. These workshops, which are presented from the Hawaiian cultural perspective, become highly personal and the participants must be willing to talk about themselves in order to participate.

3. Employment Workshops

Upon release, the participants will attend pre-employment workshops that will include:

- Exploring Job Interest
- Telephone Skills-Job Search
- Attitude Awareness on the Job
- Employer Expectations
- Do's and Don'ts of Job Applications
- Resume Writing
- Interviewing Skills/Mock Interviews
- Assistance services of ALU LIKE and Other Agencies

4. Assessment

An in-depth assessment of the capabilities, needs, and vocational potential of each participant will be conducted through an interview and the administering of an aptitude/interest evaluation. An Individual Employment Plan (IEP), which will determine the course of training, work, and services most appropriate to address the individual's employment goals and needs will be jointly agreed to by the participant and staff.

5. Case Management and Vocational Counseling

ALU LIKE will provide emotional support and vocational guidance to the participants for the duration of their participation to assist them in resolving employment barriers, developing employment goals, and carrying out these goals.

6. Personal Issues Counseling

Toward the end of each pre-employment workshop the staff will meet one-on-one with each participant for counseling on issues that they were not willing to discuss openly in the workshop. The counseling sessions can lead into ho`oponopono (making right) sessions to help heal deep feelings of guilt and shame that would otherwise prevent the participant from succeeding. And, when requested, the ho`oponopono can be expanded to include family members (or significant others) from whom the participant is seeking forgiveness in order to complete their ho`oponopono.

7. Information and Referral

The project has linkages with many other agencies and will refer the individuals to their services or access the services for the participant.

8. Supportive Services

The program will arrange for the provisions of supportive services that are needed to enable a participant to attend training or secure a job. ALU LIKE's Employment and Training Program will provide supportive services to the Hawaiian participants. Supportive services may include, but are not limited to: work clothing; work tools; books; tuition and bus pass assistance; identification of, and referral to, appropriate job openings; maintaining periodic contacts with employers; placing the participants in unsubsidized jobs; and follow-up with the employer and participant to assure a satisfactory placement. Similar services will be secured for non-Hawaiian participants through the collaborating State and County employment services.

Collaborators

- Women's Community Correctional Center
- Halawa High/Medium Security Facility
- Waiawa Prison
- T.J Mahoney Halfway House (women)
- Laumaka Halfway House (men)
- Hawaii Paroling Authority
- ALU LIKE, Inc. Employment and Training Program
- The City's Work Force Investment Act Program

Program Goal

The goal of these services is to prevent re-incarceration of ex-offenders due to parole violations and/or criminal recidivism.

Service Objectives

1. Assist 150 incarcerated offenders to better understand themselves and their responsibilities to themselves, their families, and their communities.
2. Assist 75 to 100 ex-offenders to succeed in securing and retaining employment upon release from prison.

Outcomes

Less than 20% of the participants will return to prison.

B. Projected Annual Timeline

Because this is the mid year of a biennium budget cycle, this request is for one year only. If funded, the program will be re-established on O`ahu by rehiring the current staff. Then, in the 2009 Legislative Session a G.I.A. request will be submitted to expand the number of participants on O`ahu and to expand the program to all prisons Statewide. For this year the timeline will be:

Month 1: Rehire the staff; hire and train staff positions lost due to the lapse in funding.
Month 2 to 12: Conduct the full scope of services.
End of Months 3, 6, 9 & 12: Quarterly Reports & Year End Report.

V. Financial

Budget (See the attached budget forms.)

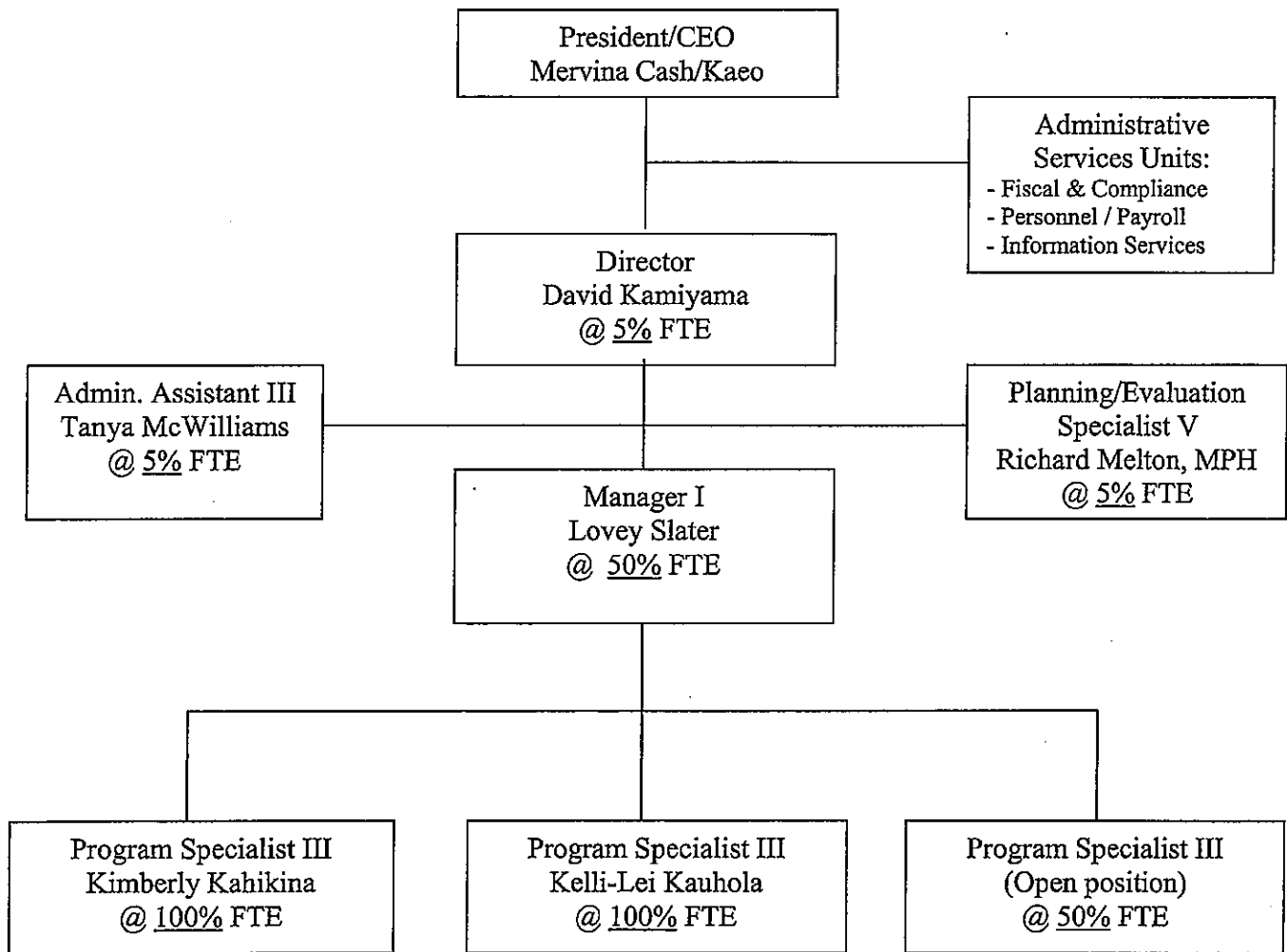
VI. Other

A. Litigation (Not Applicable)

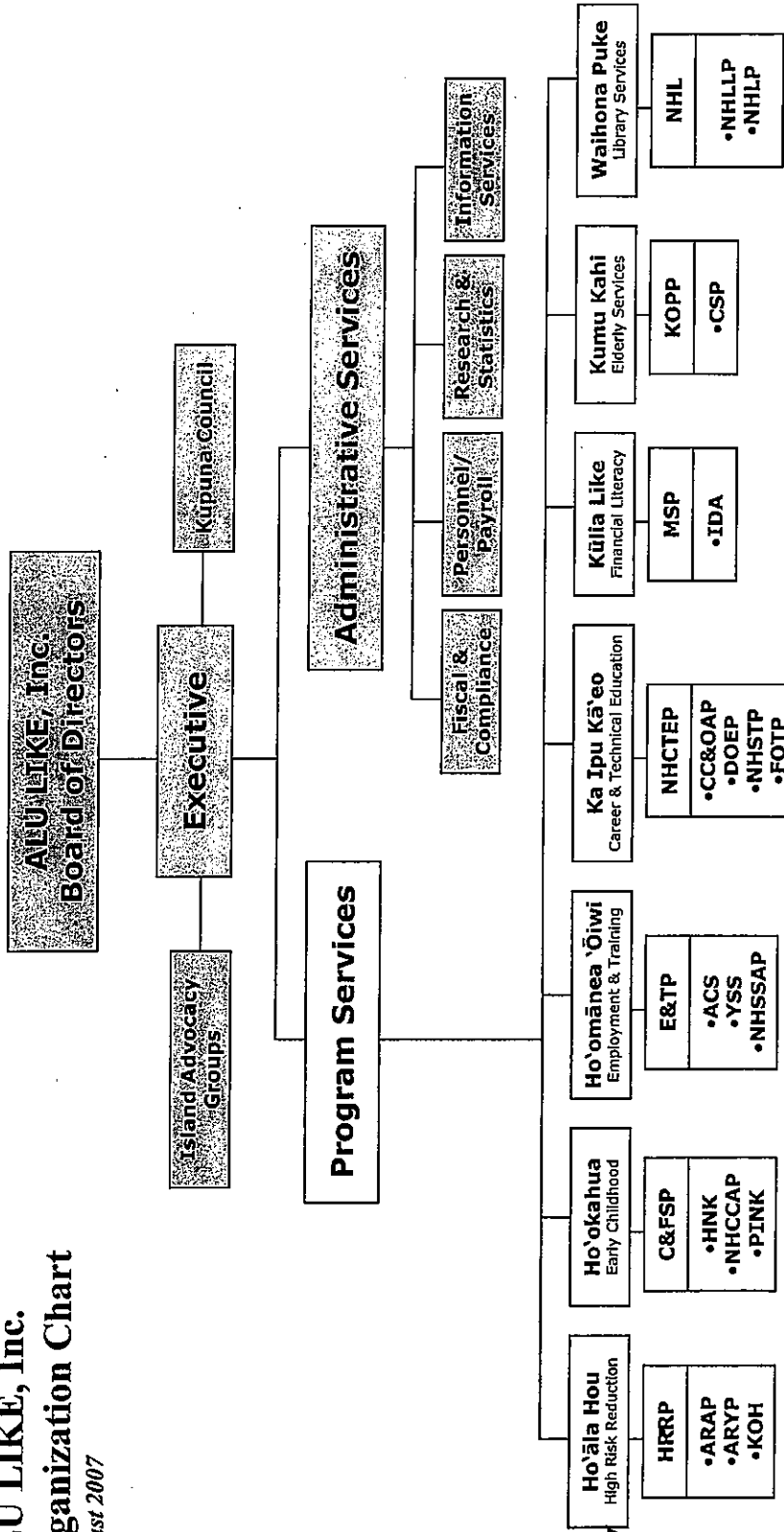
B. Licensure or Accreditation (Not Applicable)

ALU LIKE, Inc.
Ho'ala Hou Department
Adult Offender/Ex-Offender Project

Organizational Chart



ALU LIKE, Inc.
Organization Chart
August 2007



- | | |
|-------------------|---|
| ACS | - Adult Comprehensive Services (Project) |
| ARAP | - At Risk Adult Projects |
| ARYP | - At Risk Youth Projects |
| CC&OAP | - Community College & Other Adult Projects |
| C&FSP | - Child & Family Services Program |
| CSP | - Caregivers Support Project |
| DOEP | - Department of Education Projects |
| E&TP | - Employment & Training Program |
| FOTP | - Fisheries Observer Training Project |
| HNK | - Ho'owaiwai Nā Kamalā'i (Native Hawaiian Early Childhood Consortium) (Project) |
| HRRP | - High Risk Reduction Program |
| IDA | - Individual Development Accounts (Project) |
| KOH | - Kahua Ola Hou |
| KOPP | - Ke Ola Pono No Nā Kūpuna (Good Health & Living for Elderly) Program |
| MSP | - Multi-Service Program |
| NHCCAP | - Native Hawaiian Child Care Assistance Project |
| NHCTEP | - Native Hawaiian Career & Technical Education Program |
| NHL | - Native Hawaiian Library (Program) |
| NHLLP | - Native Hawaiian Language Legacy Project |
| NHLP | - Native Hawaiian Literacy Project |
| NHSSP | - Native Hawaiian Summer School Assistance Project |
| NHSTP | - Native Hawaiian Science & Technology Projects |
| PINK | - Pūlama I Nā Keiki (Cherish the Children) (Project) |
| YSS | - Youth Supplemental Services (Project) |

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and assuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

ALU LIKE, Inc.
(Typed Name of Individual or Organization)

Mervina K. M. Cash-Kao
(Signature)

Mervina K. M. Cash-Kao
(Typed Name)

12/28/07
(Date)

President/CEO
(Title)

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2008 to June 30, 2009)

Applicant: ALULIKE, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	120,214			
2. Payroll Taxes & Assessments	14,171			
3. Fringe Benefits	24,818			
TOTAL PERSONNEL COST	159,203			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	400			
3. Lease/Rental of Equipment	250			
4. Lease/Rental of Space	5,000			
5. Staff Training	250			
6. Supplies	500			
7. Telecommunication	1,000			
8. Utilities	250			
9. Payroll/Bank Processing Fees	500			
10. Print / Reproduction	75			
11. Postage	100			
12. Maintenance / Repair	500			
13. Mileage / Parking	1,500			
14. Network Tech. Support	2,500			
15. Client Support Services	14,000			
16. Client Tuition / Fees / Books	6,570			
17. Internet Services	500			
18. Recruitment / Advertising	250			
19. Indirect Cost	29,652			
TOTAL OTHER CURRENT EXPENSES	63,797			
C. EQUIPMENT PURCHASES	2,000			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	225,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	225,000	David Kamiyama 535-6785		
(b)		Name (Please type or print) Phone		
(c)		Signature of Authorized Official Date		
(d)				
TOTAL REVENUE	225,000	Mervina K.M. Cash-Ka'eo, President/CEO		
		Name and Title (Please type or print)		

**BUDGET JUSTIFICATION
PERSONNEL - SALARIES AND WAGES**

Applicant: ALU LIKE, Inc.

(Period: July 1, 2008 to June 30, 2009)

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME BUDGETED TO REQUEST B	TOTAL SALARY BUDGETED IN REQUEST A x B
Manager I	1	\$40,980.00	50.00%	\$ 20,490.00
Program Specialist III	1	\$36,960.00	100.00%	\$ 36,960.00
Program Specialist III	1	\$36,960.00	100.00%	\$ 36,960.00
Program Specialist III	1	\$36,960.00	50.00%	\$ 18,480.00
Planning Specialist V	1	\$49,980.00	5.00%	\$ 2,499.00
Administrative Assistant III	1	\$28,500.00	5.00%	\$ 1,425.00
Department Director	1	\$67,992.00	5.00%	\$ 3,400.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				120,214.00

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: ALU LIKE, Inc.

Period: July 1, 2008 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Computer	1.00	\$2,000.00	\$ 2,000.00	2000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 2,000.00	2,000
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS:				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: ALU LIKE, Inc.

Period: July 1, 2008 to June 30, 2009

FUNDING AMOUNT REQUESTED							
TOTAL PROJECT COST	ANY OTHER SOURCE OF FUNDS RECEIVED IN PRIOR YEARS	STATE FUNDS REQUESTED			FUNDING REQUIRED IN SUCCEEDING YEARS		
		FY: 2005-2006	FY: 2006-2007	FY: 2007-2008	FY: 2008-2009	FY: 2009-2010	FY: 2010-2011
PLANS	N/A						
LAND ACQUISITION	N/A						
DESIGN	N/A						
CONSTRUCTION	N/A						
EQUIPMENT	N/A						
TOTAL:							
JUSTIFICATION/COMMENTS:							