

ORIGINAL

House District _____

Senate District _____

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

Log No: 7-0

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 Health, Office of Youth Services
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, Hawaii 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:

Youth 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 \$ 75,000

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:

Mervina K.M. Cash-Kaeo

AUTHORIZED SIGNATURE

Mervina K.M. Cash-Kaeo, President/CEO

NAME & TITLE

12/27/07

DATE SIGNED

Application for Grants and Subsidies for Youth 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 services to adjudicated youths since 1997. The current Director of these specialized youth services has guided the program since its inception. 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 the youth offender services is from the Office of Hawaiian Affairs (due to the over-representation of incarcerated Native Hawaiian youths), and this will run out during the 2008 Legislative Session.

The Goals And Objectives

- **The program's goal:** Prevent the re-incarceration of youths who are released from the Hawai'i Youth Correctional Facility (HYCF).
- **The service objective:** Assist 50 incarcerated youths to better understand themselves and to succeed in returning to the community.
- **The outcome objective:** Less than 20% of those served will be re-incarcerated for parole violations or criminal recidivism.

The Public Purpose And Need To Be Served - The rate of re-incarceration for youths who are released from HYCF is normally about 80% (according to a Legislative finding), so it is clear that the obstacles to successful re-entry into society are very difficult to overcome for many youths. The public purpose is to help these youths to become productive members of society in order to reduce the likelihood of their recidivism. This will significantly reduce costs to society related to enforcement, court, and incarceration costs of recidivism.

The Target Population To Be Served - The target population is youths, both boys and girls, who are incarcerated at HYCF.

The Geographic Coverage - The island of O'ahu.

How The Request Will Benefit The Community - At a minimum, the community will benefit by not having to pay the costs of incarcerating more than 30 youths who otherwise will return to HYCF. The monthly cost of incarceration per youth is \$7,000+ (at \$234 per day per youth, according to OYS). So, this program will save the State about \$210,000 in incarceration costs (30 youths times \$7,000) for each month that they are not re-incarcerated. The average length of stay at HYCF is about 6 months. So, this program will save the State about \$1,260,000, or almost \$17 for every \$1 invested in this program.

II. Experience and Capability

A. Necessary Skills and Experience

ALU LIKE has provided adult prison-to-work transition services since 1989, including workshops, cultural activities, employment services, and family healing using ho'oponopono. Currently these components are the major activities in our Office of Hawaiian Affairs funded adult offender program on O'ahu. Since 1997 ALU LIKE has provided similar recidivism prevention services, and educational remediation services, for adjudicated youths through funding from the U.S. Dept. of Labor, U.S. Dept. of Education, and the Office of Hawaiian Affairs. ALU LIKE also provides youth substance abuse prevention services on five islands, funded by the State Health Department.

Pertinent contracts to this request, in the past three years include:

<u>Source</u>	<u>For</u>	<u>Award or Contract Number</u>
State Health	Youth Substance Abuse	ASO Log No. YO-121 through YO-124
OHA	Adult and Youth Offenders	1466.01

The attached letter from Family Court Judge R. Mark Browning indicates that he is "amazed at the successes" of ALU LIKE's Youth Offender program that we had in Windward O'ahu. Other attached support letters also indicate the effectiveness of these programs.

B. Quality Assurance and Evaluation

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

- Participant Exit Interviews conducted by the staff 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.
- The staff will solicit feedback from participant youths and families as part of their ongoing contact and keep a journal of responses regarding ways to improve the project. At weekly 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.

The project evaluation will be conducted internally rather than through an outside sub-contract in order to maximize resources for services. The Manager will assess project implementation and outcomes quarterly to determine the need for changes. 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 include participant youths and their families who complete a minimum of two months in the program. Data will be collected during regularly scheduled meetings with the youths, during family ho'oponopono sessions, at the exit interview on termination of services, and through follow-up phone calls. The chart below lists the evaluation factors, measures, and measurement tools. The weekly youth surveys and parent journals will also be used during the program to show the youths their own progress and to aid in setting agenda items for ho'oponopono sessions.

<u>Factor</u>	<u>Measurement</u>	<u>Measurement Tool</u>
1. Increased self control	Number and frequency of angry outbursts and aggressive behaviors	Youth surveys; parents' journals; Probation Officer reports
2. Reduced levels of law violations	Number and frequency of arrests; number and frequency of violations that did not result in apprehension	- Youth surveys & interviews - Probation Officers
3. Improved career status	Number and percent of youths (who do not return to an academic program) who enter into an employment training program or into employment	Youth and parent surveys; Employment Program follow-up

C. Facilities

The facilities that will 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 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 community individuals, participant youths who have been released from HYCF, and their families. However, most meetings will be at locations convenient for the participants, usually at schools, other agencies, parks, or their homes. ALU LIKE will make all reasonable accommodations to serve the handicapped population.

III. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

There will be a total of 1.09 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 (0.03 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 (0.03 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 (0.03 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 (0.25 FTE)

Duties: Explain project to potential participants; participant intakes; 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 youth offenders; an extensive knowledge and understanding of Hawaiian culture; excellent oral and written communicate skills; and 11 years supervisory experience.

Program Specialist III (0.75 FTE)

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

Qualifications: The Program Specialist, Ishmael Stagner, has 10 years experience providing recidivism prevention services to adjudicated youths, over 20 years experience in teaching teenagers, and extensive knowledge in Hawaiian culture.

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 Chart - See the attached project and organizational charts.

IV. Service Summary and Outcomes

A. The Scope Of Work

When released from incarceration, youths have a difficult time making a positive transition back into school and the community. They are frequently not welcome back into their families and must adjust to new communities where they do not have friends. The majority of them lack basic education and those who have reached or are near the age of 18 lack employable skills and job seeking skills. Other barriers such as significant emotional issues, substance abuse and/or lack of transportation hinder their progress in school or securing employment. These (and other) factors lead to recidivism in 80% of youth offenders. 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 and services to address the individual needs of each participant.

Services will start while the youths are incarcerated at the Hawai'i Youth Correctional Facility and continue after their release.

In facility services will include:

1. Project Briefing, Intake, and Assessment

The Manger and/or Program Specialist will conduct project briefings with each youth, and with their families when possible. An intake interview will be conducted to collect demographic data and do an in-depth assessment of the capabilities, aptitudes, interests, and needs. A goals achievement plan will be developed. And, for those nearing the age of 18, an Individual Employment Plan (IEP), which will determine employment related services most appropriate to address the individual's employment goals and needs will be jointly agreed to by the participant and staff.

2. Pre-Release Cognitive Issues and Employment Workshops

A 2 to 3-week Cognitive Issues workshop is provided in the facility that focuses on teaching the participants to take responsibility for their own actions and their responsibilities in their family and community. These workshops include:

- Building Self-Confidence
 - Cultural activities
 - Values and Attitude Awareness Training
 - Assistance services available from ALU LIKE and Other Agencies
- For those youths who are near the age of 18 the workshops will also include:
- Job Interests, Career Exploration, Entrepreneurship, and Training Opportunities
 - Telephone Skills-Job Search
 - Employer Expectations
 - Do's and Don'ts of Job Applications
 - Resume Writing
 - Interviewing Skills/Mock Interviews

3. Personal Issues Counseling and Ho`oponopono (making right)

A staff member 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 usually lead into ho`oponopono sessions, to help heal deep feelings of guilt or anger that would otherwise prevent the participant from having positive feelings about him/herself. And, when possible, the ho`oponopono is expanded to include family members (or significant others) with whom the participant needs to resolve conflicts in order to regain a positive outlook. This will sometimes take several sessions and continue after the youth is released. (Although ho`oponopono is an indigenous form of personal and family healing, it works just as well with individuals and families of all ethnic backgrounds.)

Post Release Services will include:

4. Case Management, Information and Referral

Each youth's goals achievement plan (including the Individual Employment Plan for the older youths) will guide the post release case management and support services. Because substance use/abuse is a major factor in juvenile incarceration, information and referral will focus on substance abuse intervention and/or treatment, and will extend to the families (of those who return home) in order to reduce stresses in the family. Examples of family issues that could hinder the youth's progress include parental unemployment, family abuse, an out of control sibling, homelessness, over-crowding, insufficient income, mental conditions, substance abuse, and the absence of positive adult role models. The project already has longstanding linkages with many other agencies, will provide information on their services, will refer to the appropriate service providers, and will advocate for receiving the services when needed. Youths who do not return to school will be assisted to receive career training and/or employment services to secure a job.

5. Supportive Services

For the youths who want a job, the program will arrange for the provisions of supportive services that are needed to enable a participant to attend training or secure a job through Work Force Investment Act providers. ALU LIKE's Employment and Training Program will provide supportive services to the Hawaiian and Native American 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.

For the youths who return to school, the program will assist with the transition back into school when needed. The program will introduce the youths into positive, adult supervised after-school and weekend activities (such as athletics, dance, arts) where they will associate with positive youths and have positive values and actions reinforced. When the families cannot afford the costs for these activity programs, this project will pay those costs.

6. Follow-Up

Services will end for a particular youth/family when they agree that all issues are resolved or if the youth severs contact or leaves O`ahu. However, the youth can resume services until they reach the age of 18, after which they will be referred to an adult program. Also, the staff will contact each youth periodically to check on their status and outcomes.

Program Goal

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

Service Objectives

Assist 50 incarcerated youths to better understand themselves, and to succeed in returning to the community.

Outcomes

We expect that this program will match its ongoing record, which is: less than 20% of the participants will be re-incarcerated.

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 adjudicated youths 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 attached forms)

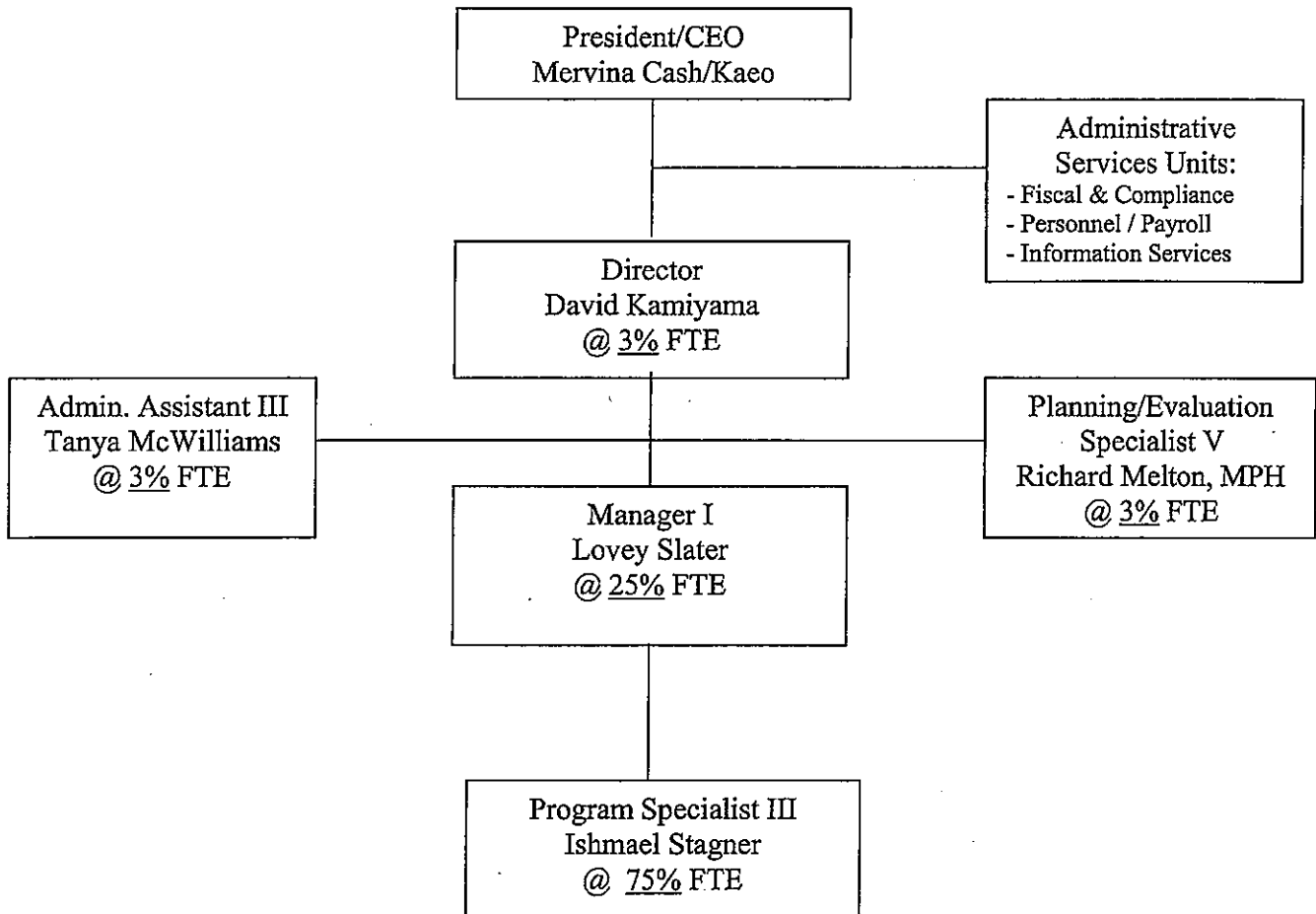
VI. Other

A. Litigation (Not Applicable)

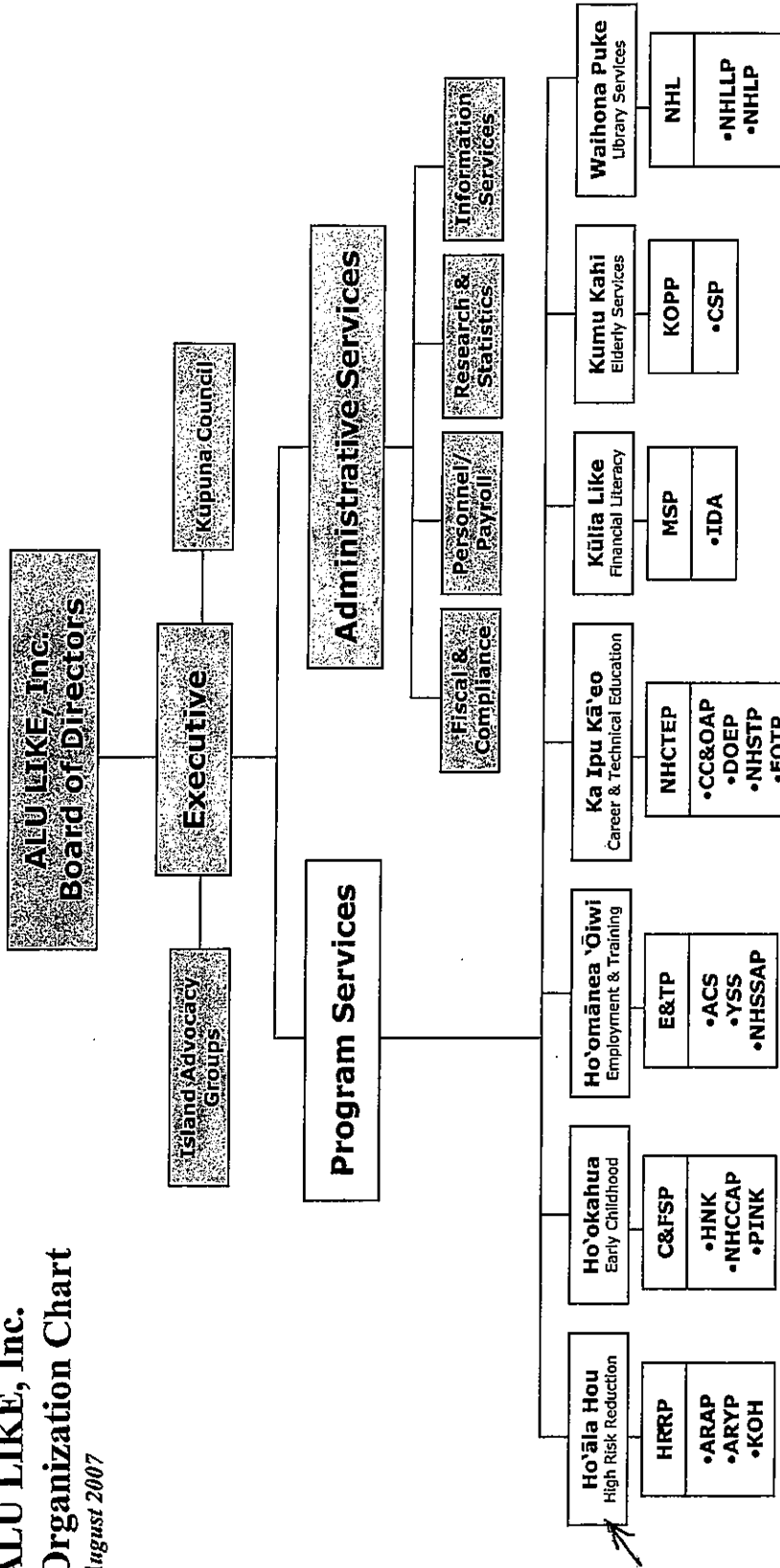
B. Licensure or Accreditation (Not Applicable)

ALU LIKE, Inc.
Ho'ala Hou Department
Youth 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 Kamaili'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 REVISIED 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, Hawai'i 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)

[Redacted Signature]
(Signature)

12/28/07
(Date)

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

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	42,359			
2. Payroll Taxes & Assessments	4,995			
3. Fringe Benefits	8,679			
TOTAL PERSONNEL COST	56,033			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	200			
3. Lease/Rental of Equipment	100			
4. Lease/Rental of Space	1,250			
5. Staff Training	250			
6. Supplies	250			
7. Telecommunication	750			
8. Utilities	100			
9. Payroll/Bank Processing Fees	300			
10. Print / Reproduction	50			
11. Postage	50			
12. Maintenance / Repair	200			
13. Mileage / Parking	750			
14. Network Tech. Support	600			
15. Youth Activities / Supplies	2,200			
16. Youth Tuition / Fees / Books	1,000			
17. Internet Services	300			
18. Recruitment / Advertising	250			
19. Indirect Cost	10,367			
TOTAL OTHER CURRENT EXPENSES	18,967			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	75,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	75,000	David Kamiyama	535-6785	
(b)		Name (Please type or print)	Phone	
(c)		Signature of Authorized Person		
(d)				
TOTAL REVENUE	75,000	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	25.00%	\$ 10,245.00
Program Specialist III	1	\$36,960.00	75.00%	\$ 27,720.00
Planning Specialist V	1	\$49,980.00	3.00%	\$ 1,499.00
Administrative Assistant III	1	\$28,500.00	3.00%	\$ 855.00
Department Director	1	\$67,992.00	3.00%	\$ 2,040.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ 42,359.00
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
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
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:						