

House District 28

Senate District 12

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

Log No: 223-0

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 Public Safety

AND PROGRAM I.D. NO. contracts # 53693 + 53163

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

T.J. Mahoney + Associates

Dbas:

Street Address: 524 Kaaahi St.

Honolulu HI 96817

Mailing Address:

Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name Lorraine Robinson

Title Director, Ka Hale Hoala Hui Nona Wahine

Phone # 748-4309

Fax # 748-4345

e-mail lorraine@veawakeningforwomen.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): [REDACTED]

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Adjunct Services for Female Offenders
Transitioning to the Community
(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2007-2008 \$ 95,273.00

FY 2008-2009 \$ 95,273.00

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 \$ 566,221 (#53693=475,142; #53163=91,079)

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ 118,853

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

NAME & TITLE

DATE SIGNED

**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:

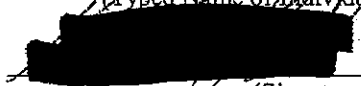
- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

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.

TJ Mahoney / Associates
(Typed Name of Individual or Organization)


(Signature)

1/31/07
(Date)

KIRK B. LENHARD
(Typed Name)

vice President
(Title)

PROPOSAL
NARRATIVE

PROPOSAL TO CONTINUE PROVISION OF ADJUNCT SERVICES TO FEMALE OFFENDERS RE-ENTERING THE COMMUNITY

I. BACKGROUND AND SUMMARY

The typical female offender comes from a background of poverty, low educational achievement, family history of addiction and incarceration, physical, emotional, or sexual abuse (unresolved trauma), and few resources to address any of these risk factors. Protective factors are typically lacking which leads these individuals to seek out self-medication through drugs, creating addiction, and leading to a lifestyle of criminality and incarceration. In order for a woman to succeed in the community after release from prison, she must change not only her behaviors, but her beliefs about herself and what she is capable of accomplishing. This type of change does not happen in a vacuum. It is a process that takes time and practice. We would be naïve to assume that women who have lived the lifestyle that led them to incarceration, when released from prison and left to their own devices, will be able to set in motion and sustain the changes necessary to build a pro-social, responsible and productive life. In the vast majority of instances, it simply cannot be done without assistance and sustained support.

Female offenders are typically non-violent and do not pose a risk to public safety. The majority of them will be released to the community and need skills and tools to assist them in navigating the obstacles they face in reconstructing a meaningful and satisfying life. There is no better place for this to occur than in a structured and monitored community setting where they are held accountable for their actions and attitudes while gradually increasing their skills, practicing them daily while interacting in the community at large through employment, attending school, and fostering their sense of self-efficacy.

This proposal is being written to request funding in the amount of \$95,273 for fiscal year 07-08 and \$95,273 for fiscal year 08-09 so that we may continue to provide needed adjunct services for the TJ Mahoney (TJM) clientele (women exiting prison and re-entering the community). Funding for our current adjunct program services will soon be expended. Specifically, adjunct services include enrichment and education activities, computer instruction, and an 'ohana/cultural component. Investing in these services will increase the likelihood that TJ Mahoney residents will become productive and pro-social citizens thereby helping to create safer communities for all.

A. APPLICANT BACKGROUND

TJ Mahoney & Associates is a tax-exempt nonprofit corporation established in 1974 to develop and operate programs to help prison inmates become responsible, productive members of their communities. Our objective is to reduce recidivism and thereby reduce the long-term costs of incarceration. We have a successful history of operating programs for both male and female inmates in Nevada, Alaska and Hawaii. At each location, we provide quality, community based, residential, transitional services for individuals exiting the

criminal justice system and re-entering society. TJM currently manages contracts with State and Federal agencies in Hawaii and Alaska, and has successfully served more than 180,000 inmates through a precise, systematic and structured program format. TJM's programs are designed to assist participants in correcting and changing destructive and anti-social behaviors and becoming responsible law-abiding citizens. The program seeking funds, Ka Hale Ho'āla Hou No Nā Wāhine (The Home of Reawakening for Women), is one of our two Hawaii programs. Ka Hale is contracted by the State of Hawaii Department of Public Safety (Department) to serve female offenders transitioning from the Women's Community Correctional Center (WCCC).

The programs developed by TJM are designed to assist participants in correcting and changing destructive and anti-social behaviors and becoming productive law abiding citizens. Our agency's Mission Statement identifies the organization's purpose and goals:

"To contribute to the overall well functioning of society, TJ Mahoney & Associates provides a continuum of program services to ex-offenders re-entering the community. Respect for the individual and consistency in service delivery are combined with clearly outlined, effective and innovative program strategies. This approach fosters the development of skills and abilities that enable individuals to attain their full potential and become law abiding, productive and contributing members of the community."

B. GOALS AND OBJECTIVES RELATED TO THIS REQUEST

During two twelve-month grant terms, we will provide adjunct services in the areas of education/enrichment, culturally relevant programming, and computer instruction to female offenders re-entering the community that will enhance their chances for successful re-integration. This project will:

- Equip participants with greater skills and a range of experience that will translate to a more stable, pro-social and well balanced life style, thus decreasing the odds for re-offending.
- Reduce the potential for delinquency among the children of program graduates.
- Lower taxpayer costs resulting from incarceration and associated human services for inmates and their families.
- Provide participants with skills and tools necessary to sustain employment and advance in their careers, thus decreasing both welfare dependency and the inclination to return to criminal behavior for economic reasons.

C. PUBLIC PURPOSE AND NEED

The public purpose to be served by these programs is the reduction in cost to the public of recidivism and re-incarceration among female inmates who are currently unable to productively re-integrate into their community upon release from the criminal justice system. More broadly, the needs to be served include:

1. Women released from incarceration need support and services to adopt and sustain constructive behaviors leading to economic success and healthy social interactions.
2. Mothers released from custody need help in rebuilding relationships with their children and providing models that will assist such children to avoid delinquent and criminal behavior.
3. The criminal justice system needs to reduce the massive costs associated with incarceration and recidivism by addressing the need for effective and comprehensive post-incarceration transitional support services for female inmates.

D. TARGET POPULATION

The target population for the proposed program component will be women participating in the TJM Ka Hale Ho'ala Hou No Na Wahine program. Program participation is limited to community custody female inmates who are by definition within twenty-four months of parole or completion of their sentence and do not pose a threat to public safety.

E. GEOGRAPHIC COVERAGE OF THE PROPOSED PROGRAM

The proposed program services will serve female offenders being released to communities on Oahu.

F. COMMUNITY BENEFIT

The community will benefit from this program in four ways:

1. Released inmates will be less likely to commit new crimes after their release.
2. The financial burden on the prison system of recidivism will be reduced.
3. Anti-social behavior by the children of incarcerated mothers will be reduced.
4. Welfare dependency by incarcerated women and their families will be reduced.

II. EXPERIENCE AND CAPABILITY

A. NECESSARY SKILLS AND EXPERIENCE

TJ Mahoney & Associates (TJM) has an extensive track record of successful experience in dealing with inmates and their families. In addition, TJM has extensive

successful experience in the operation of residential facilities on the island of Oahu, State of Hawaii, and various other locations. TJ Mahoney & Associates presently operates a facility on Oahu, housing both state and federal offenders. The federal program, Mahoney Hale (formerly known as Miller Hale), has a capacity of 60 beds while the state program for women, Ka Hale Ho`āla Hou No Nā Wāhine, has a 50 bed capacity. The agency's affiliate, TJM Western, Inc., operates a ninety-bed facility in the state of Alaska. TJM Western, Inc. additionally manages contracts with the state of Alaska to operate therapeutic community programs in two correctional facilities (a forty-two bed program for men and a thirty-two bed program for women offenders).

TJM has performed services designed exclusively for female offenders under contract with the Hawaii Department of Public Safety continuously since 1992. Federal contracts in Hawaii commenced in 1990. In addition to those contracts, the agency has also contracted with the U.S. Immigration and Naturalization Service, the U.S. Marshall Service, the State of Alaska, the State of Colorado, the County of Clark (Nevada), the County of Boulder (Colorado), and the County of Moffett (Colorado).

Currently TJ Mahoney & Associates has four contracts in the State of Hawaii. Two contracts are with the Federal Government, one with the Federal Bureau of Prisons, the other with the U.S. Pretrial Services. TJM's remaining contracts are with the State of Hawaii, Department of Public Safety. Residential Work Release and Counseling Program for Women Inmates (Contract #53693) is for thirty-six to forty beds (dependent on funding). Community Placement Services for Female Offenders (Contract #53163) serves women who still receive support services and have earned the privilege to reside off site in housing where they intend to parole.

TJ Mahoney & Associates is a member of the American Correctional Association and the International Association of Residential Community Alternatives. TJM's programs are in general compliance with the Standards for Community Residential Programs of the American Correctional Association. TJM has developed policies and procedures that are acceptable to the Department of Public Safety regarding Program Administration, Fire Safety, Mandatory Notification, Security, Food Service, Health/Medical, Facility and Program Operations, as verified by a recent audit by the Department.

Ka Hale Ho`āla Hou No Nā Wāhine provides quality services that contribute to the betterment of the community in various ways. We have received national recognition for our work with women offenders. We utilize leading edge, best practice gender responsive programming. Our services are comprehensive in scope and address the complex and multiple needs of the population we serve. 68% of our residents have remained out of prison for 3 years after completion of our program.

In June of 2001, we launched a website (currently under reconstruction) to inform interested parties about our program services (www.reawakeningforwomen.org). Our site houses many links to resources for service providers, students, female offenders and their families. We have published quarterly newsletters and periodically send an e-mail newsletter to over one thousand individuals and organizations. The newsletters inform legislators,

service providers, and others with regard to our activities and accomplishments. Our program brochures and information sheets clearly inform interested community members of our positive contributions. These materials have been distributed to public officials, service providers, Neighborhood Board members, and other interested parties.

Unfortunately, the Department of Public Safety has not increased our contract dollar amount for approximately the last ten years. Operating with the budget dollars available has meant that we have had to seek outside funding to support strategically targeted program areas to augment our state contract dollars. The three program areas in this proposal, enrichment and education, computer instruction and our `ohana/cultural component, have all been supported through fundraising efforts. We have seen the increased value added with these components but cannot afford to sustain them on our limited budget. Therefore, we are asking the legislature to support these program areas for the next two years, so that we may continue to offer these services while solidifying a plan to sustain them.

Ka Hale Ho`āla Hou No Nā Wāhine has received funding in support of various projects from organizations such as the Bank of Hawaii Charitable Foundation, Hawaii Women's Legal Foundation, Lucille Hodgins Memorial Trust, Atherton Family Foundation, Hawaii State Bar Association, Office of Hawaiian Affairs, Visitor Industry Charity Walk, the Consuelo Foundation and others. We are currently participating in a fellows program, receiving federal funding for capacity building through the Compassion Capital Project, a joint venture of the Hawaii Community Foundation, the Center on the Family (RCUH) and Hawaii Island Ministries.

TJM has a history of positive relationships with neighbors, neighboring property owners, the Neighborhood Board, political officials, and other government, community, and business representatives. We have consistently participated in community policing and civic initiatives for over a decade. We are involved in weekly activities such as adopt-a-block, adopt-a-park, adopt-a-beach, adopt-a-bus stop, and citizen patrol. Our efforts have demonstrated that we are concerned about being good neighbors and contributing to community well being.

The Director of Ka Hale Ho`āla Hou No Nā Wāhine serves as President of the Board of the Kalihi Palama Community Council and attends monthly meetings of the Kalihi Palama Neighborhood Board. We maintain positive and cooperative relationships with several institutions of higher learning via the student internship program. Student interns from the University of Hawaii at Manoa School of Social Work, Chaminade University's Departments of Criminal Justice Administration and Counseling Psychology, Argosy University, Hawaii Pacific University's Department of Social Welfare and University of Phoenix Departments of Counseling and Psychology have contributed to programming at Ka Hale Ho`āla Hou No Nā Wāhine. In addition to their learning opportunities, the students bring an added perspective, energy and knowledge to our site. Student interns also serve as role models to residents for the accomplishment of goals related to attainment of a college education.

TJM's current contract with the Department provides residential work furlough services to female offenders transitioning from incarceration at WCCC to the community.

Services include:

- A residential setting appropriate for the successful achievement of TJ Mahoney & Associates' mission, purpose and goals.
- Twenty-four hour security and supervised shelter and living arrangements.
- Assistance with the formulation and implementation of an individual plan for each resident to aid them with their adjustment to independent community living.
- Access to counseling as needed for substance abuse after-care, trauma related to domestic violence, physical and sexual abuse, relationship and family of origin issues, cognitive and life skills.
- Compliance with the State of Hawaii Codes and Regulations (i.e., Fire Code, Health Care, etc.).
- Monitoring of residents' behavior to ensure compliance with the rules and regulations of the Department of Public Safety, the laws of the State of Hawaii and the United States of America.
- General compliance with the Standards for Community Residential Programs of the American Correctional Association (ACA).
- Substance abuse monitoring including urinalysis testing in conformance with Departmental policies and procedures.
- Prompt reporting to the Department of Public Safety of any violations of the rules and regulations of the Department, the laws of the State of Hawaii and the USA.
- Provision of three nutritionally adequate meals per day, each meal appropriate for the individual program participant's age and medical requirements.
- Opportunities for participants to engage in meaningful leisure, social, and recreational activities.
- Case management services in coordination with the Department, to include maintenance of case records and periodic, or as requested, reports and evaluations. Case management services include referral to public and private social services, vocational placement agencies, mental health services, and other agency referrals as deemed appropriate.
- Services to assist participants with employment needs; seeking, obtaining, and maintaining approved employment.
- Assistance with personal budgeting, to insure that participants have a viable plan to meet financial obligations and have the opportunity to accumulate savings for use after release from incarceration.
- Arrangements for transportation for Department-approved medical and dental services.
- Allowing participants with personal health insurance to secure personal medical services with the approval of the Department.
- Assistance for participants in renewing, maintaining, and achieving positive community and family relationships.
- Monitoring of the reintegration process from community residential programming to independent living (Community Placement/extended furlough). Selection of the Community Placement participants is coordinated in conjunction with the Department. Monitoring ensures participant compliance with established conditions of the furlough agreement and program plans.
- Cognitive and life skills education to promote pro-social attitudes and behaviors necessary for successful reintegration into the community.

B. QUALITY ASSURANCE AND EVALUATION

TJM has a systematic and comprehensive approach to insuring quality services are provided to residents within its care. This approach has five elements:

1. Clearly defined policies and procedures guide personnel responsible for the provision of services. All staff are required to successfully complete intensive periodic training to ensure their familiarity with these policies. Our long experience with alternative incarceration services has resulted in balanced, thorough and tested policies and practices that protect the integrity and effectiveness of our programs.
2. TJM has adopted a recursive model of quality assurance. This model begins with the collection of data relevant to measuring program performance, including compliance with regulatory and contractual requirements. Documentation is thorough in every aspect of program participation and is reviewed by the Director to ensure accuracy and program compliance. This information contributes to management's review of the programs and suggests changes to improve performance. Subsequent data measures the effects of such changes. An important source of data is self-evaluation done by participants. Each participant is asked periodically to evaluate her own progress towards responsible self-sufficiency and the extent to which this progress has been aided by our program.
3. Weekly team meetings (Management, Program, and Case Management) and monthly staff meetings provide opportunities for input from staff members concerning day-to-day operations and service delivery. Program improvements responding to information generated through this approach are developed though discussion and collaboration. Teamwork and documentation are critical components of quality assurance for the population served by TJM. TJM maintains detailed case records that are reviewed on at least a quarterly basis. All case files and resident records are reviewed on a random unannounced basis to ensure accuracy, completeness and contract compliance.
4. Our program's success is contingent upon hiring and retaining committed and dependable staff who provide positive role models for the clients we serve. Thus, an important element of our quality assurance program is careful and thorough screening of employees during the hiring process and throughout employment for alignment with the organization's stated mission and goals. Screening for attitude toward female offenders and core values and beliefs with regard to rehabilitation comprise part of the overall hiring and staff monitoring process. Teamwork, collaboration, and good communication are critical to program success. Generous training opportunities are available for staff to enhance skill levels. As a part of our hiring process, the name, date of birth, and social security number of all prospective employees is submitted to the Department's designee for a National Crime Information Center (NCIC) and

Criminal Justice Information System (CJIS) security clearance. All staff, student interns, and volunteers are currently cleared/authorized through this process.

5. Internal audits are conducted annually by TJM's Programs Director. The comprehensive audit includes a review of all resident programming, life skills and employment procedures and delivery of services, program accountability, safety and sanitation requirements, food provision and services, fiscal procedures and accountability, and contract compliance. An annual report is written and submitted to TJM and the Director of Ka Hale Ho'āla Hou No Nā Wāhine. Any and all deficiencies are corrected in a timely manner. All corrections are documented and reviewed by the Programs Director for thoroughness, and contract and program compliance.

Evaluation of the proposed program components at TJM will be on-going. Outcomes will be measured through the utilization of pre and post tests when applicable to demonstrate acquired competencies. Program participants will evaluate program effectiveness in meeting their individual goals and objectives. As described above, quality improvement and assurance are incorporated into program design, implementation and evaluation components to insure maximum effectiveness.

If this proposal is funded, TJM is prepared to provide reports and evaluation documentation to the Legislature and/or the Department periodically or as requested. TJM anticipates that its program will be monitored by the Department in accordance with the requirements set forth by the Department. TJM will make available for inspection its facility and records to the Department for site visits and comprehensive evaluation of its program components, including contract compliance, facility files, accounting practices, case record keeping, and program operations. TJM shall also make any resident requested available for survey by Department staff.

C. FACILITIES

Participants will receive adjunct services at our Kaaahi Street facility. Our facility is located in the Iwilei area at 524 Kaaahi Street, Honolulu, 96817, on the corner of Kaaahi Street and Kaamahu Place. Participants reside at this location as part of their work furlough re-entry programming.

Access to the building is through 24-hour manned security offices or through controlled gates for parking access only. All offices, class rooms, laundry areas, recreation, visitation and computer center areas are located on the first (ground) floor. Residential apartments make up the second and third floors. The Facility is in compliance with all building, zoning, fire and health codes and ordinances for the State of Hawaii and the City and County of Honolulu. The Facility is capable of housing residents in compliance with the Americans with Disability Acts.

Our Case Management section will provide dedicated office space for the staff associated with the proposal. Classes and activities will be conducted in various locations of our facility including our computer center, multi-purpose class room and visit area. Off site activities will be conducted at various locations throughout the community.

We employ a maintenance person, responsible to the Director, who ensures that our facility is clean and in good repair. An ongoing maintenance program is in effect, which includes necessary painting, repairs and upkeep. We also subcontract with outside vendors for certain repairs and/or maintenance. A separate log of the weekly sanitation safety inspection of all interior and exterior areas of the Facility including equipment inspections, are maintained in the security office. Any deficiencies are noted in the log, along with the appropriate corrective action required. The log is reviewed by the Facility Coordinator and when the corrective action has been accomplished, such action will be noted.

TJ Mahoney & Associates maintains liability insurance for the Facility in the amount of \$1,000,000.00. The Department has been named as an additional insured under the policy and thirty-day (30) notification will be given prior to any policy cancellation.

III. PERSONNEL: PROJECT ORGANIZATION AND STAFFING

A. PROPOSED STAFFING, STAFF QUALIFICATIONS, SUPERVISION AND TRAINING

1. Current Staffing

A minimum of two staff members are present on site at all times, except in the case of an emergency. We employ a total of twelve security monitors (seven full-time, five part-time) who work shifts of eight hours each. Three eight-hour shifts comprise the twenty-four hour workday. The shifts are staggered so as to allow for briefing of oncoming staff while maintaining programming continuity. Staff other than security personnel funded through our contract with the state include: a full-time Director, a full-time assistant to the Director, a part-time Business Manager, two full-time Case Managers, a full-time Employment Counselor, a part-time Life Skills Coach, a part-time Community Placement Coordinator, and a part-time maintenance person. Qualified student interns and volunteers work closely with Case Management to enhance service delivery.

2. Proposed Staffing

Three part-time positions, Education Coordinator, `Ohana Coordinator and Computer Instructor, will be funded through this initiative. These three program areas are in place but not funded through our current contract with the Department. Funding for these program components is near expiration. All three staff members contribute significantly to positive program outcomes through implementation of their respective areas as follows:

- Education Coordinator: oversees and coordinates education and enrichment activities which include off and on-site classes, group excursions, guest speakers, and activities which enhance women's sense of self-efficacy and belonging in the community, both factors which are salient in successful offender rehabilitation.
- Ohana Coordinator: responsible for the continued development and integration of a culturally coherent values based program platform in response to the over-representation of Native Hawaiians in the female prisoner population.
- Computer Instructor: responsible for teaching basic computer literacy to program participants, equipping them with skills that will enhance their odds of earning a living wage in our technologically driven work environment.

3. Staff Qualifications

All three proposed positions are currently staffed by qualified personnel who will continue to provide services in their respective areas. All three have demonstrated competencies and contributed meaningfully to the program's comprehensive service delivery. Lisa Kehl, the Education Coordinator, served as Case Manager for our program for three years prior to her current position. She has a Bachelor's Degree in Psychology and has been instrumental in the development of the Education and Enrichment program. Talia Cardines, prior to coming to our site, worked for Alu Like. She has extensive training in the Ohana Management System (OMS) and has made great strides in project implementation. She serves on the Honolulu Advisory Council. Richard Steele, our Computer Instructor, is the owner of Easy Computer, a computer training and repair company located in Honolulu. Richard is an excellent teacher and has developed a curriculum which is suitable for our clients' diverse learning styles and proficiencies.

All three positions are supervised by the Director, Ms. Lorraine Robinson. Ms. Robinson has extensive experience in working with the female offender population. She has served as Director since 1995 and has worked with criminal justice populations, including adjudicated youth for over sixteen years. Ms. Robinson was recently contracted through the Bureau of Justice, National Addiction Technology Transfer Center as one of eleven national trainers for the Serious and Violent Offender Re-entry Initiative (SVORI). In March of 2004, Ms. Robinson received the Distinguished Service Award from Hawaii Women Lawyers for her work with female offenders. She currently serves on the Board of Advisors to the Dean of the School of Social Work at the University of Hawaii at Manoa. She was co-chair for the Department of Public Safety's Women's Community Advisory Board for Gender Responsive Programming and served on the Board of the Hawaii Chapter of the National Association of Social Workers. She has instructed a Master's level course on female offenders at the University of Hawaii School of Social Work. Ms. Robinson served as a criminal justice consultant providing technical assistance and training to the Commonwealth of the Northern Marianna Islands on the design and implementation of a correctional treatment facility. She has provided extensive testimony at the State Legislature on issues relating to criminal justice issues.

4. Staff Training

All TJM employees are required to receive a minimum of 20 hours of training per year, exclusive of employee orientation for new employees. Two full-day staff training sessions are provided each year. In addition, monthly staff meetings provide on-going opportunities for in-service staff training. A minimum of thirty minutes of each two-hour staff meeting is dedicated to training. Supplemental training and education is attained by the Director and other staff members through participation in conferences, workshops, and through the reading of pertinent work related materials.

B. ORGANIZATIONAL CHART

An Organizational Chart follows the text of this proposal, highlighting the requested staff positions and lines of authority.

IV. SERVICE SUMMARY AND OUTCOMES

A. BACKGROUND

Nationally, women comprise 6-7% of the prison population. In Hawaii, women make up 12% of the prison population, nearly twice the national average. Of these women, the Department of Public Safety estimates that 44% have Hawaiian ancestry, compared to 20% of state population. The over-representation of Hawaiian women in the prison population is alarming and must be addressed if we are to avoid putting future generations at risk.

It is not enough to just incarcerate these women; we must provide opportunities for them to change their behaviors and life styles. Our program's success is due to our comprehensive approach. We provide tools and skills in a supportive environment which serve to foster self-efficacy and increase the odds for successful community re-integration. The proposed services will allow us to continue to provide breadth and depth to our program participants. Eliminating these adjunct services will reduce the likelihood of success, impacting the community in negative and far reaching ways.

Specifically, education and enrichment activities, computer classes, and the continued integration of the ohana/cultural component provide a broader platform on which our residents can confidently stand as they venture out into lives as productive and contributing community members.

B. SCOPE OF WORK

TJM is prepared to provide services subject to the terms and conditions of this proposal and such other terms and conditions as may be included in any contract awarded pursuant to this proposal between TJM and the State of Hawaii. Adjunct services will be in three program areas, education/enrichment, 'ohana/cultural, and computer instruction. Each program area is described below.

Education/enrichment

The Education Coordinator is responsible for the facilitating enrichment and community service activities. These program elements serve to build bridges for the women in the community, promoting greater understanding about the value of re-entry programs. Through exposure to our resident participation in positive community based activities, citizens realize that our clients are able to contribute in meaningful ways. This type of change in perception serves to de-stigmatize former offenders while creating an easier re-entry trajectory.

Our enrichment component allows residents to earn "enrichment credits." These credits, accumulated over time, earn residents passes for individual free time off site. Enrichment outings broaden residents' perceptions of what kinds of possibilities exist in the community for clean and sober, healthy and pro-social pursuits. Through community service activities, residents benefit from contributing to meaningful projects. Through their efforts, they build their network of positive supportive relationships. Without these types of experiences, they are limited in what they know in terms of community participation.

Responsibilities of the Education Coordinator include (but are not limited to):

- Selection and coordination of TJM's monthly calendar of on-site and off-site events and activities.
- Scheduling of speakers from outside agencies or venues.
- Setting up interactive events with high-risk youth or other groups hosted by TJM to allow residents the opportunity to share lessons regarding poor choices, drugs and prison.
- Coordination of TJM's community garden site at Kalihi Nature Park. This project engenders pride through the work of growing food in addition to creating a way of connecting with the land (aina).
- Facilitating good public relations and contributing to community pride through Adopt-A-Bus-Stop program, Kalihi Stream Cleanup and Ma'ili Beach Cleanup.
- Coordination of volunteers who provide arts and crafts classes, drumming circle and sewing classes.
- Promotion of healthy life style activities such as Farrington High School's In-Motion Basic Body Fitness classes.
- Coordination and participation in community service projects with other charity/non-profit organizations such as selling papers on Kid's Day (PACT).
- Coordination and supervision of educational, cultural and support group outings.
- Outreach activities such as participation in the Kalihi Weed and Seed Project.

Residents have expressed gratitude and appreciation for opportunities to expand and enrich their skills and experience base. The following comments reflect their sentiments with regard to our enrichment and educational services:

- *I really like the enrichment program because it gives me opportunities to actually sign up for things to attend that I always wanted to do but never would have without the healthy company of the other residents. Things such as movies, walking, drumming, hiking, fairs, plays, cultural programs, etc. That's what going out should be for me.*

- *I am so relieved to know that there is a place back in the community for me, that I can be part of the community instead of being just an inmate.*
- *Enrichment activities are important because they motivate us to get back into society and be productive citizens. The activities help us to bond with each other, meet new people and learn to trust again. They also give us more knowledge and education about the places we go.*
- *Enrichment activities help me to be a part of society and open my mind to different activities besides "partying." It allows me to see a whole different world.*
- *I have gained a great deal of self esteem and belief in myself. That is what I need in order to stay strong in the community.*
- *Today I am not as shy as I used to be. I can speak freely to people that I meet while doing these activities.*
- *I have built my confidence in knowing that I can live a life of sobriety and become involved in community activities without shame. It helps me know I can continue to learn about anything I choose to learn about.*
- *Enrichment activities open doors to getting involved with people in business and in volunteer work.*

Ohana/cultural

The development of the `ohana/cultural component was funded through grants and has been operational for the past year. It has proven to be both vital and inspirational to residents and staff. We are requesting funding to extend the `Ohana Coordinator position for an additional two year period so that this component can be solidified and sustained, allowing ideas developed during the grant term to be expanded upon. Specifically, this will take the form of:

- More opportunities for culturally relevant outings
- Consolidation of our `ohana based system whereby cultural concepts and values are integrated into program format
- Improvement and expansion of program manuals
- Obtaining additional materials and supplies for activities
- Refinement of culturally appropriate protocols for use in program
- Networking with Native Hawaiian individuals, groups and organizations to increase participants exposure to cultural and community resources
- Continuation of planning learning activities that enhance understanding of cultural traditions, concepts and values
- Strengthening the resident leadership program through working with current resident leaders
- Engaging participants in activities involving personal family histories such as researching their own genealogies
- Teaching/facilitation of ho`oponopono
- Enlisting kupuna or other culturally knowledgeable individuals to teach and share their knowledge and expertise with program participants
- Initiating/creating opportunities for participants to learn and listen to the Hawaiian language, history, culture, and values

- Continuing to develop activities to acknowledge and celebrate progress and accomplishments of the `ohana concepts as defined through the `Ohana Management System
- Continuation of the development and monitoring of the `Ohana Project evaluation system

The `Ohana Project has increased program cohesiveness through promoting the `ohana values of genuine caring, accountability and cooperation in relationships, creating and reinforcing a sense of unity, shared involvement, and shared responsibility. It has engendered enhanced mutual interdependence and mutual help, and is an ideal framework in which to model and teach positive, pro-social and productive living, all within a cultural context. The system fosters a sense of unity, belonging, and order, defined roles and responsibilities, clear lines of authority and boundaries, specific rules of conduct, a place to give and receive emotional support, and a way to resolve conflicts. The further integration of this system into the Ka Hale Ho`āla Hou No Nā Wāhine program will assist both Hawaiian and non-Hawaiian women in establishing personal connections, gaining skills and tools to make positive changes, sustaining those changes as they take responsibility for their own lives, and reconnecting with the host culture of Hawaii.

We anticipate the further expansion of the `ohana environment will increase resiliency, boost self-efficacy, and engender a greater sense of responsibility and accountability. This in turn will enable our residents to sustain right living and productive community membership, leading to more harmonious family relationships upon release from our program. Essentially, this model will bring healing. The women will bring the values and skills they learn back home to their families, thus contributing to healthy family relationships and cohesiveness. Family members who had previously given up on these women will gain respect for them as they demonstrate more care and concern for family members and the community at large.

With increased resilience and tools, residents will have greater success in sustaining the changes that are necessary if they wish to remain substance and crime free. The community will benefit through lowered costs to taxpayers as well as a decline in the rate of crime and delinquency among the children of program graduates.

Resident comments about our `ohana/cultural component reflect the value of this initiative:

- *The `Ohana Project is important because it helps us to reunite, to love and respect each other. It also helps us to get spiritually grounded, learn more about the Hawaiian culture and to give back to the community by teaching what was taught to us.*
- *`Ohana activities help staff and residents come together and see the bigger picture of what it is all really about to be part of something bigger than just ourselves.*
- *It's good because residents are leaders and are listened to. Since residents are living here they know what's working and what is not working and can be part of figuring out how to adjust things that are not working.*
- *`Ohana is good because family is good and everybody's perspective counts.*
- *Talia [project coordinator] brings to me the remembrance that family and culture matter and helps me find a place within to connect to what is really important. It*

helps me appreciate my family and also the other women and the staff in this program and in this fosters trust.

- *From the [Kualoa leadership] retreat I have learned a lot about unity, human kindness, compassion, peace and love. I've discovered the treasure of friendship with women from many walks of life. I learned that no matter where you come from and where you've been to, we were all born to be leaders.*
- *The most unforgettable moments [at the leadership retreat] were making our nose flutes and talking to Mr. Ho. Hearing about all the stories and things that he spoke about reminded me of my roots. I will always remember how we gave back to the place by cleaning around the ahu and beatifying the area. It was very gratifying.*
- *In the leadership program, it was very self gratifying as much as it was a challenge. To step up to the plate and be a leader and maintain the kuleana of leadership which is not telling people what to do but being of service to others, it helped me grow and people believed in me. Just by having people believe in me, that I could be a leader, it allowed me to believe in myself. It wasn't easy, but it was an honor and I really grew, spiritually, emotionally, and mentally. It allowed me to practice not allowing others to control how I feel or control my emotions. It was something that I gained that will be with me for a lifetime. ,*

Computer Instruction

A grant from the Office of Hawaiian Affairs enabled us to create an up-to-date computer center for our residents and provided funding for a computer instructor for one year. We have subsequently raised funds to continue to include computer instruction as part of our program's services. Our funding will soon be extinguished.

There is no doubt regarding the importance of computer skills in terms of earning a living wage in today's technologically driven employment environment. Without a skilled instructor, our residents, most of who enter our program with little or no computer literacy, will not have the opportunity to learn or increase their skill level. Our computer classes are now a mandated activity for all residents. Upon completion of the classes, residents are required to fill out requests and other requisite paperwork on the computer, thus, reinforcing their skills through daily practice.

Computer classes teach residents competencies in hardware basics including function and operation of the CPU, monitor, keyboard, mouse, printer, and hardware connections, as well as software applications including at minimum, Microsoft Word. Classes are also available in Microsoft Excel, PowerPoint, Access and Internet Explorer. Internet skills and email functions are also included in the instruction. Without these skills, residents are further disadvantaged in their quest for economic self sufficiency, undoubtedly one of the most critical predictors for successful community reintegration.

A commendation from a resident for our computer instructor (Richard Steele) and various comments from residents regarding the computer skills classes are below:

- *I would like to thank Richard for his time and his remarkable patience with me during computer classes. Through his outstanding actions I now create spreadsheets, graphs, formats and forms for Oahu Cab, my place of employment. Because I am allowed to work with the company computer and programs, I chose to apply my*

learned skills into Oahu Cab. I have been commended on numerous occasions by the president and operations manager of Oahu Cab. Today I am a dispatcher for a brand new taxicab company. Tomorrow I will hold a high position for the most successful taxicab company in the state. Yesterday I did not know how to open a file. Mahalo Richard from the bottom of my heart. I will never forget what you have done to better my life.

- *I think the computer program is very valuable because I, as most of the women here in TJs, never knew how to operate a computer at all. The introduction to computer classes has given me the confidence to apply for jobs knowing that I know how to work at a computer terminal, get on-line, email job applications, send and receive emails, create and print documents, do spell check, and more. I feel like a normal person today.*
- *We are in the computer age, it is a changing world, and it has been passing me by during my incarceration. Richard comes in and has the patience to help us get up to speed to deal with the technological world we live in.*
- *Computer classes are important because we gain the skills that we may need to use for a career in the future. In computer class I gain knowledge I never had access to.*

C. ESTIMATED OUTCOMES

The community will benefit from this program in four ways:

- Released inmates will be less likely to commit crimes after their release.
- The financial burden on the prison system of recidivism will be reduced.
- Anti-social behavior by the children of incarcerated mothers will be reduced.
- Welfare dependency by incarcerated women and their families will be reduced.

D. TIMELINE

A total of approximately 140 women will receive services in a two year period through the adjunct services described in this proposal. Education/Enrichment, Computer Instruction, and `Ohana/Cultural services will commence at the start of the contract and will include activities mentioned above. Since classes and services are on-going, there will be no interruption in services. Coordination will be accomplished through our program's regular planning process.

V. BUDGET

A budget for the proposed request utilizing provided budget forms follows this text.

VI. OTHER

A. LITIGATION

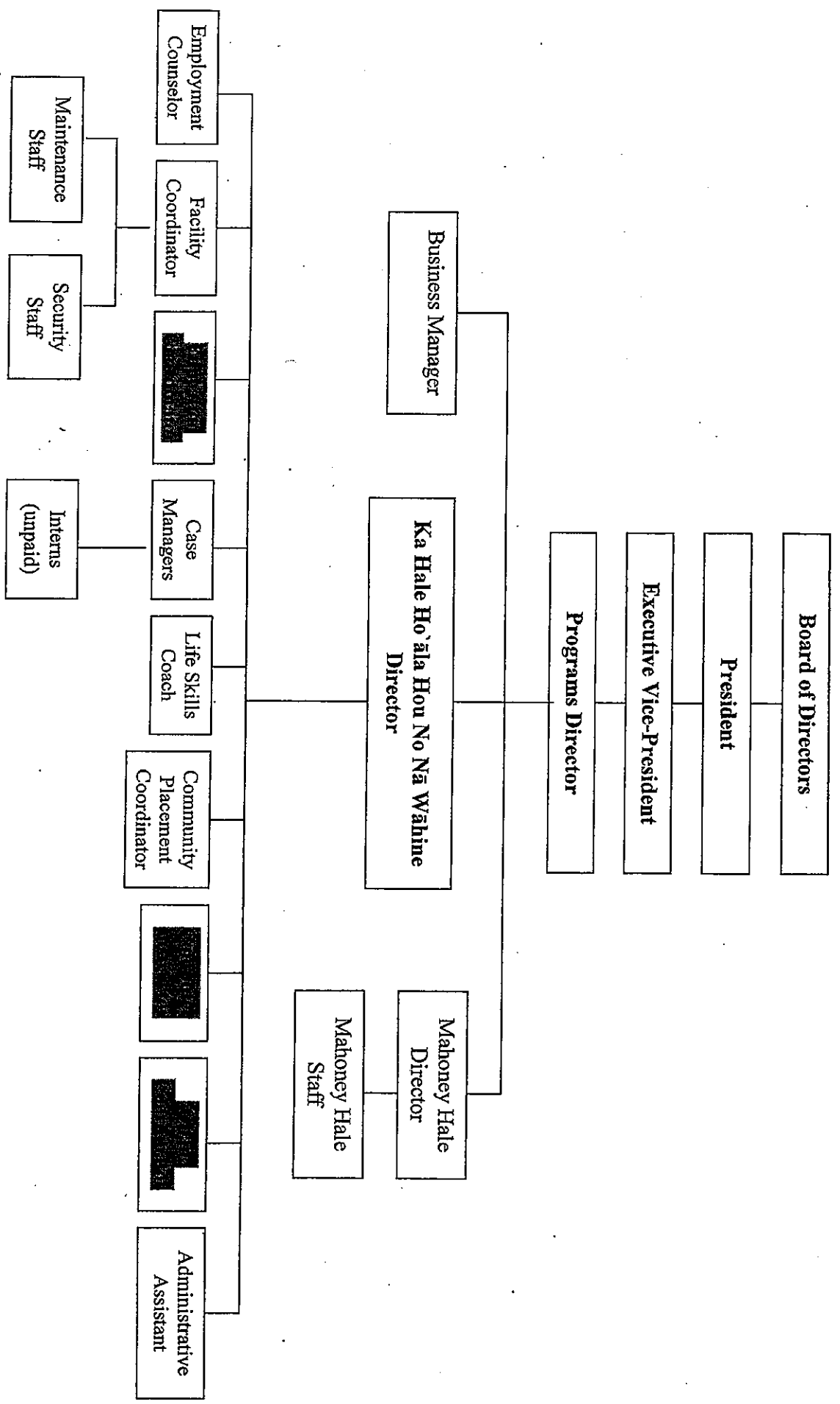
TJ Mahoney & Associates is not a party to any pending litigation.

B. LICENSURE OR ACCREDITATION

TJ Mahoney & Associates is a member of the American Correctional Association and the International Association of Residential Community Alternatives. No special licenses or accreditations are required for the purposes of this proposal.

Organizational Chart

TJ Mahoney & Associates – Ka Hale Ho`ala Hou No Na Wahine



BUDGET REQUEST

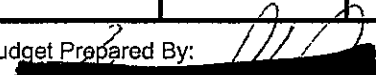
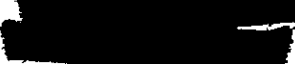
and

ORGANIZATIONAL CHART

BUDGET REQUEST BY SOURCE OF FUNDS

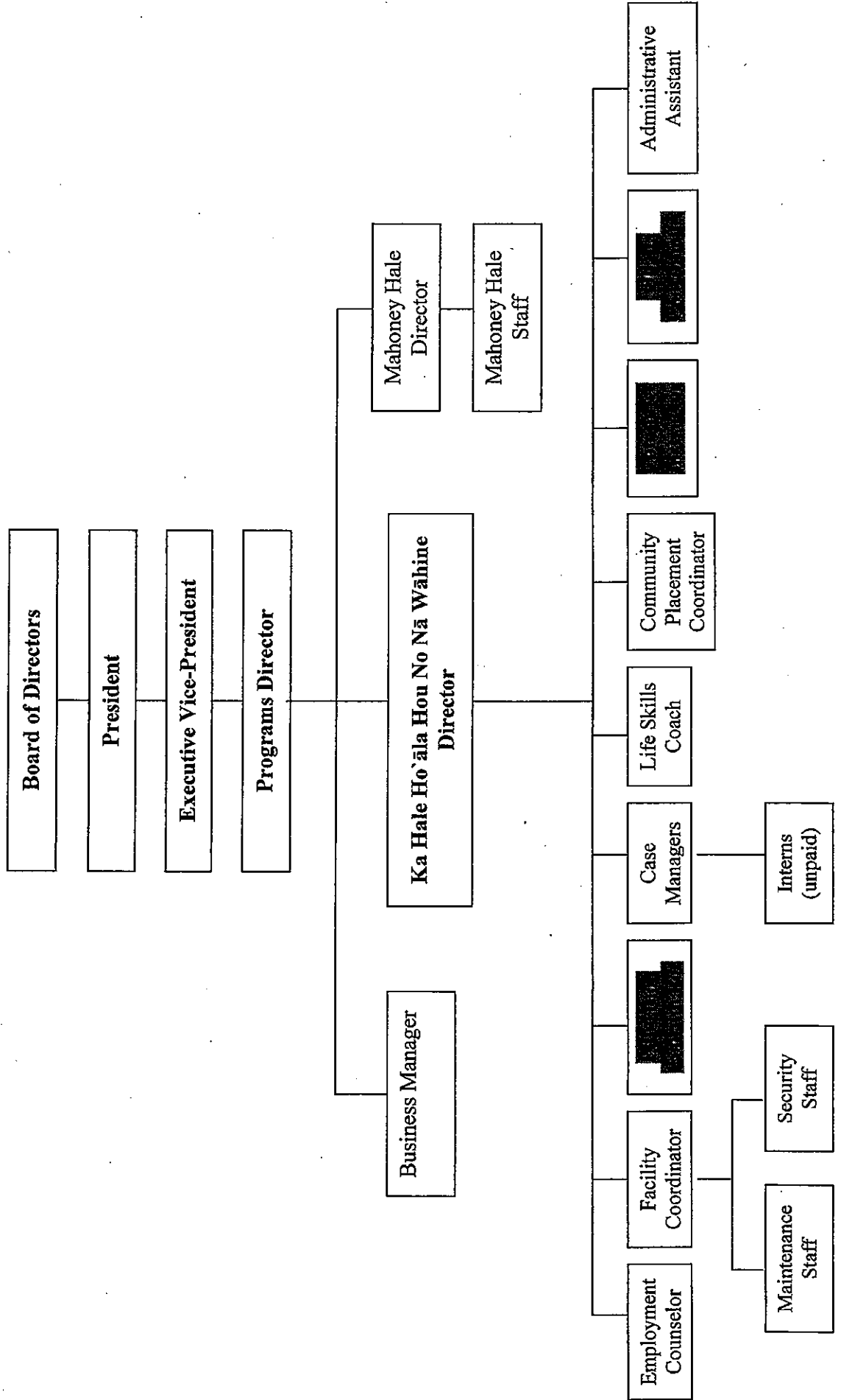
(Period: July 1, 2007 to June 30, 2009)

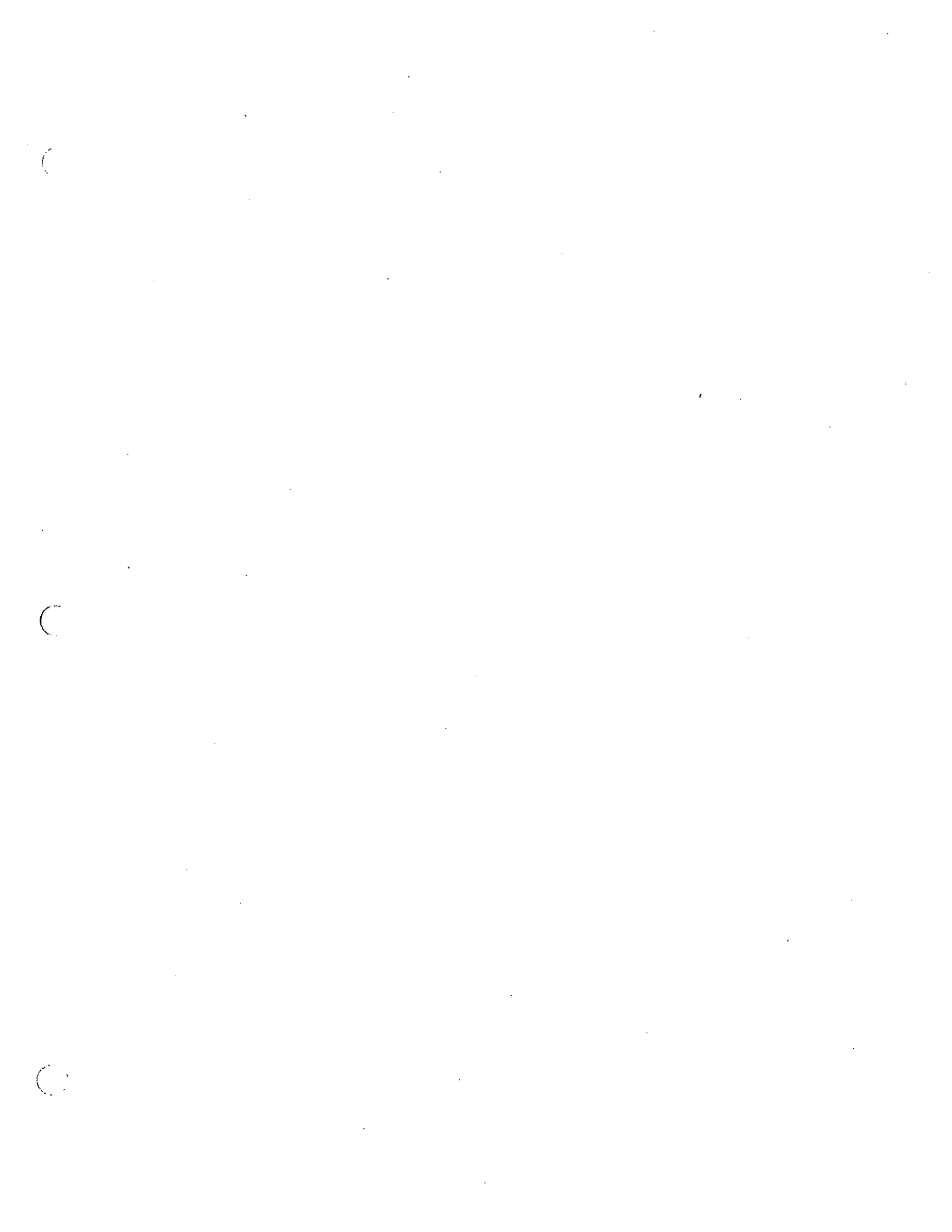
Applicant: TJ Mahoney & Associates

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	149,136			
2. Payroll Taxes & Assessments	22,370			
3. Fringe Benefits	11,930			
TOTAL PERSONNEL COST	183,436			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	5670			
7. Telecommunication	1440			
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	7110			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	190,546			
SOURCES OF FUNDING		Budget Prepared By: 		
(a) Total State Funds Requested	190,546	 702-369-0150		
(b)		Name (Please type or print) Phone		
(c)		KIRK B. LENHARD 1/31/07		
(d)		Signature of Authorized Official Date		
TOTAL REVENUE	190,546	VICE PRESIDENT, TSMahoney Assoc. Name and Title (Please type or print)		

Organizational Chart

TJ Mahoney & Associates – Ka Hale Ho`ala Hou No Na Wahine





KA HALE HO'ĀLA HOU NO NĀ WĀHINE

THE HOME OF REAWAKENING FOR WOMEN

empowering women to successfully transition from prison to the community

January 31, 2007

The Honorable Rosalyn H. Baker
Chair, Senate Committee on Ways and Means
State Capitol, Rm. 210
Honolulu, Hawaii 96813


Dear Chair Baker, Vice Chair Tsutsui, and Members of the Committee:

Thank you for this opportunity to submit the enclosed proposal for a Grant-in-Aid to support adjunct services for female offenders transitioning back into the community. The problems that result from incarcerating substance abusing men and women and then releasing them without comprehensive re-entry services are widely known. Studies confirm that taxpayers in this state and across the country are paying exorbitant amounts to return such inmates to prison because they are unable to maintain the temporary sobriety and rehabilitation they achieve during their imprisonment.

The services proposed here, a continuation of key program components, are integral to our comprehensive model. The targeted areas, education/enrichment, `ohana/cultural, and computer instruction, are strategic tipping points in that they can help make the difference between success and failure for women traversing the difficult terrain of successful community re-integration. The investment requested, \$190,546 over a two year period, is less than a tenth of the amount that we estimate will be saved through reduced recidivism. As leaders in the re-entry field, we are confident that money invested in these women's lives will pay off in multiple and far reaching ways, interrupting the intergenerational cycle of trauma, addiction, crime and incarceration and creating safer communities for all. We trust you will find this a compelling and worthwhile endeavor and that the Legislature will fund this important effort.

Sincerely,

TJ Mahoney & Associates
Ka Hale Ho`āla Hou No Nā Wāhine


Lorraine Robinson
Executive Director

TJ MAHONEY & ASSOCIATES • KA HALE HO'ĀLA HOU NO NĀ WĀHINE

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