

House District 15
Senate District 7

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

Log No: 114-O

For Legislature's Use Only

Rec'd JAN 28 2011

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 (LEAVE BLANK IF UNKNOWN):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Women In Need

Dbas: WIN

Street Address: 3501 Rice Street Suite #213
Lihue, Kauai, HI 96766

Mailing Address: P.O. Box 414
Waimanalo, HI 96795

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MARY SCOTT-LAU

Title Executive Director

Phone # 808.258.5706

Fax # 808.259.6679

e-mail winhi@hawaiiantel.net

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

WIN BRIDGE II SUCCESS TRANSITIONAL HOME KAUAI
THIS PROGRAM WILL PROVIDE WOMEN AND WOMEN WITH CHILDREN WITH TRANSITIONAL LIVING, ADVOCACY AND INTENSIVE CASE MANAGEMENT WHICH WILL ASSIST THEM IN THEIR TRANSITION TO SELF-SUFFICIENCY. THE FUNDS REQUESTED WILL BE USED TO SUBSIDIZE THE TRANSITIONAL HOUSE LEASE AND UTILITES.

4. FEDERAL TAX ID

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2011-2012: \$ 64,800

8. 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 \$ 50,000
PRIVATE/OTHER \$ 21,600

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

MARY SCOTT-LAU, EXECUTIVE DIRECTOR

DATE SIGNED

1/28/11



women in need
SERVING HAWAII SINCE 1988



WIN's mission is to "empower families and individuals at risk by helping them develop the basic tools and skills of personal development and self-sufficiency that enable them to live in safe and stable environments, and in healthy relationships."

Grant In Aid

Bridge II Success - Kauai

FY 2012

PROPOSAL

**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 ensuring 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.

For a grant or subsidy used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant or subsidy used for the acquisition of the land.

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

Women In Need
(Typed Name of Individual or Organization)



1/28/11
(Date)

Mary Scott-Lau
(Typed Name)

Executive Director
(Title)

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Application for Grants and Subsidies

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Background and Summary

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

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

Women In Need's (WIN) mission is to "empower families and individuals at risk by helping them develop the basic tools and skills of personal development and self-sufficiency that enable them to live in safe and stable environments, and in healthy relationships."

WIN's story began when Mary Scott-Lau, a successful media account executive with a background in modeling, attended a 1996 Soroptimist Club luncheon honoring the Mary Jane Program. The speaker, a young mother, described the long-time abuse she suffered at the hands of her father, her slide into narcotics use, and her recovery. In addition to extolling the virtues of the Mary Jane Program, dedicated to helping expectant unwed mothers, she also mentioned the need for a volunteer who could teach program participants how to act like ladies and how to present themselves in a job interview. Mary was a prime candidate as she was the owner of a modeling school tutoring women on how sit, walk, and dress. Moved by the speaker's experience and drawing from her own experiences as the child of an alcoholic mother and an absent father Mary found a new calling.

Mary soon began teaching classes at the Mary Jane Center. Her classes were all geared to imparting self-esteem to women at risk, and soon expanded to the Windward Spouse Abuse Shelter. Discovering that homelessness, domestic violence, substance abuse and incarceration all go hand in hand; she became certified as a domestic violence counselor and began to work in conjunction with organizations helping the homeless. Mary founded WIN that same year.

Since our inception in 1996 WIN has grown from just one woman teaching classes to a handful of women to a multi-function organization serving men, women, children and senior citizens. WIN has gone beyond the classroom to include transitional housing for women exiting the prison system and substance abuse treatment facilities, and family resource centers on both Oahu and Kauai. WIN operates two transitional homes on Oahu and two on Kauai. Each island has one house for single women and one family house for women with children.

Additionally WIN started an elderly outreach program in Haleiwa. Upcoming programs include Bridge to the Future, which is an outreach program for Hawaii's foster youth that are aging out of the system and No Hono Wai outpatient and residential drug treatment facility on Kauai. These projects are scheduled to launch within the next two years.

WIN supersedes the standard social services programs provided to many states. The "do only what you can do" attitude is not WIN's approach to changing lives. Rather, "do all you can do", changes everyone's lives. We take a warm, holistic approach, considering the needs of the entire family and joining it with ours. WIN's many successes in changing lives is attributed to an experienced staff where most have literally walked in the same shoes as the clients we serve. Since many of our staff members are former clients, their passion for WIN's cause is great. The staff not only has the life experience necessary to mentor our clients but most have achieved or are working on higher education in various fields. They are literally living WIN's mission as they have risen above their past and are continuing on to go above and beyond to help change lives for the better.

Serving approximately 450 clients statewide per year, most lifelong victims of domestic violence and narcotics addiction, we do everything we can to break the generational cycles of hopelessness. Our primary focus is the homeless and low-income population but our work extends well past these groups. WIN is Hawaii's hidden Gem. With continued help and support, WIN will continue its mission to save families' daily, give hope back to our people and take a stand, we are all family.

2. The goals and objectives related to the request;

WOMEN IN NEED - GOALS & OBJECTIVES

ORGANIZATION GOALS:

WIN's goal is to educate, intervene, prevent domestic violence, homelessness, substance abuse relapse, promote self-sufficiency, empower clients to achieve a better quality of life and strengthen communities through services intended to address the needs of at-risk community members from youth to elderly.

Specific Objectives:

1. Reduce the drain on local and federal resources by supporting self-sufficiency and recovery.
2. Be a positive influence in the community.
3. Strengthen families and communities.
4. Reduce homeless populations
5. Reduce recidivism

BRIDGE II SUCCESS KAUAI

GOAL: To provide safe transitional housing and mentorship for single women and women with children to successfully transition back into society after prior homelessness, incarceration, domestic abuse, and or substance abuse recovery.

Specific Objectives:

1. Create a workable service plan
2. Participate in programs as part of the service plan
3. Abide by house rules
4. Stabilize
5. Further education or vocational training
6. Acquire safe affordable housing
7. Achieve self-sufficiency

3. State the public purpose and need to be served;

Social problems teamed with tough economic times affect everyone in our island communities.

WIN like other human service providers is experiencing difficulties due to State and Federal budget cuts. This issue should concern us all. Most government contracting is for health and human services. In these tough economic times, they are forced seek alternative funding, competing against other nonprofits, such as those working in the arts, education and the environment. A shortfall of funds means the much needed resources and services will be limited and thousands of lives hang in the balance without anyone to help. Most transitional homes like ours already have a wait list a mile long. "The size of the homeless population is outstripping the ability of government and nonprofits to provide facilities", said Kauai County Mayor Bryan Baptiste in an interview with the Honolulu Advertiser for an article posted July 17, 2007.¹ There are simply not enough human service providers and there will be less if budget cuts continue.

Substance abuse, domestic violence, homelessness, crime, incarceration, poverty, unemployment and child neglect are some of the most debilitating social challenges our island communities face today. In most cases individuals or families at risk are stricken with more than one and sometimes all of the afore mentioned problems. These issues affect virtually all Hawaii residents; either directly or indirectly.

Despite harsher penalties and longer sentencing, crime and incarceration remains high and recidivism is almost eminent. Hawaii is exporting many inmates to mainland facilities to avoid overcrowding our local prisons. Treatment facilities do not have enough beds; therefore, countless addicts are not getting the treatment they need in time. This creates a cycle of dysfunction. A lack of transitional care for persons exiting prison or rehab leads to a higher rate of recidivism.

¹ Monday, July 16, 2007 **Kauai homeless shelter to open** By Jan TenBruggencate for the Honolulu Advertiser
<http://the.honoluluadvertiser.com/article/2007/Jul/16/in/FP707160352.html>

Most inmates and rehab patients leave prison or rehabilitations facilities with no savings, no stable housing, no health or unemployment benefits, and very limited job possibilities. They are at extremely high risk of falling back into a life of crime, drug use and homelessness. This devastating reality not only effects those at risk directly but also subjects their families to further stress and dysfunction and continues the burden on communities and taxpayers. More and more, communities, rehabilitation centers and correctional facilities are recognizing that all inmates and patients, especially those with substance abuse, mental health, or other problems, need help when they return to their communities.

The courts acknowledge that helping inmates successfully return to their communities pays off for the inmates, their families and communities as a whole. It also benefits corrections facilities, private, state and federally funded rehabilitation centers and communities by reducing drug use and crime. Transition services provide a crucial link to immediate sources of help to address these issues.

For people in the delicate time of transition affordable housing is increasingly difficult to find adding to the homeless population and leading to a cycle of hopelessness that is seemingly impossible to break. While much of the homeless population consists of exconvicts, mentally ill, and current or former addicts, a closer look shows that many are respectable people and often entire families whose only "crime" is that they cannot afford a place to live. This was the case for Ella Yamamoto five years ago, as she was homeless and employed at Big City Diner making only \$8.00 per hour.² The cost of living does not allow for low income persons to remain housed and there is not enough affordable housing available. Layoffs are also responsible for the growing homeless population. The State cut 817 jobs alone in the beginning of April this year.³ These are the types of situations that could happen to almost anyone.

Many are out of work and lack basic skills ranging from life skills through illiteracy to applying and interviewing for employment. Morale is low and frustrations are high for persons and families experiencing these types of hardships. Since no one wants to starve, theft or other illicit activities become a necessity just in order to survive. Many give up and give in to the endless cycle of dysfunction, or make poor decisions out of desperation that result in homelessness, unhealthy lifestyle choices or lead back to incarceration.

Homelessness is an undesirable condition, both for the people it affects and for society in general. The effects of homelessness on children are truly tragic. Compared to poor housed children, homeless children have worse health (i.e., asthma, upper respiratory infections, minor skin ailments, gastrointestinal

² Homeless Yes – Jobless No Honolulu Advertiser By Dan Nakaso Advertiser Staff Writer September 1, 2005

³ Hawaii State job cuts reach 817, Honolulu Advertiser by Sean Hao April 11, 2010

ailments, parasites, and chronic physical disorders); more developmental delays; more anxiety, depression, and behavior problems; poorer school attendance and performance; and other negative conditions⁴. There are also indications that negative effects increase as the duration of homelessness continues, including more health problems (possibly from living in congregate shelters or in cars and other places not meant for habitation) and more mental health symptoms due to the loss of social support and poor school attendance.⁵

Effects of homelessness on parents in homeless families are similar to those of their children, with the exception of school-related problems.⁶ The effects of homelessness on single adults are also grim. Homeless individuals report poorer health (37% versus 21% for poor housed adults), and are more likely to have life-threatening contagious diseases such as tuberculosis and HIV/AIDS.⁷

Since most communities do not have anywhere near the amount of supportive resources needed for the numbers of homeless in their areas, the homeless will be forced to find alternate places to live and sleep. This could be in the doorways of businesses after closing hours, behind buildings, public benches, bus shelters, building hallways and the like. This type of visible vagrancy negatively impacts local businesses and tourism. Additional law enforcement is required to manage this growing epidemic, which is again a drain on state and local resources as well as the economy. The need for housing along with access to the supportive services necessary to bring stability back into their lives are primary for both the sheltered and unsheltered homeless.

One way to truly reduce the numbers of homeless in our communities is to help them become productive, self-sustaining members of the community. Permanent employment benefits the economy and puts these individuals back on the “tax roll” thus, replenishing government resources as well as liberating these individuals and allowing them to continue healthier and productive lives. That would break the cycle and improve individual and family circumstances leading to stronger communities.

Homelessness and substance abuse are often linked and can lead to a number of dysfunctional behaviors such as domestic violence, broken families and or incarceration. An estimated 1.3 million women are victims of physical assault by an intimate partner each year.⁸ But it’s not only the women experiencing the abuse that feel its impact: their children, friend, family and co-workers are affected as well. Domestic violence comes in many forms and impacts our entire community. It isolates survivors and victims from social and financial help, often leaving them to choose between returning to their abuser or becoming homeless.

⁴ Buckner 2004; Shinn and Weitzman 1996

⁵ Buckner 2004

⁶ Shinn and Weitzman 1996

⁷ Weinreb et al. 2004

⁸ Costs of Intimate Partner Violence Against Women in the United States. 2003. Centers for Disease Control and Prevention, National Centers for Injury Prevention and Control. Atlanta, GA.

When a woman leaves an abusive relationship, she often has nowhere to go. For many, the only choices are staying in the abusive environment, going to a shelter or living on the street. Studies show a connection between domestic violence to homelessness, particularly among families with children. One study has found that 50% of homeless women and children were fleeing abuse.⁹

Unfortunately the silent victims of domestic violence are children. Domestic violence is usually ongoing and tends to have greater impact on the individual's functioning. Chronic victimization can lead to clinical levels of anxiety or posttraumatic stress disorder in both children and adults.

Organizations such as WIN are more important than ever in helping to alleviate the burdens on the community and the suffering of our citizens by providing the supportive services to help guide at-risk persons back on the right path.

4. Describe the target population to be served; and

The population has been identified as individuals who are transitioning out of domestic violence shelters, substance abuse treatment facilities, other transitional housing, incarceration as well as others who are homeless or are at high risk for homelessness. The overwhelming majority of our clients come from lower socio-economic population groups. We target these groups as they are the segments most in need of the services because of a variety of factors including: time in prison, abusive relationships, homelessness, and alcohol and drug dependencies. WIN's primary focus is to service the homeless and low-income population; however, it is not limited to just these families and individuals.

A majority of our clients have experience with homelessness, drug addiction, and/or domestic violence. Most also fall into the category of low income. Our clients are considered sheltered or unsheltered homeless.

5. Describe the geographic coverage.

WIN serves the island of Oahu and Kauai through our Family Resource Centers, transitional houses, outreach programs and classes provided at partner sites.

- Family Resource centers are located in Waianae and Haleiwa and Lihue
- The Bridge to Success transitional houses are located in Waianae and Kaneohe and Lihue.
- WIN conducts classes at our partner sites. Please see attachments for a list of partners.
- Outreach programs are conducted island wide.

⁹ Published by the National Coalition for the Homeless, August 2007

This specific project geographic coverage is for the island of Kauai. The Bridge II Success Transitional home is located in Lihue.

II. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request.

1. Describe the scope of work, tasks and responsibilities;

The Women In Need (WIN) Bridge II Success program is for single women and women with children who are in crisis. WIN collaborates with the Kauai Community Alliance to offer a continuum of care system designed to assist our clients in their road to self-sufficiency.

Bridge II Success combines both single women and women with children in one location. The current house is located in Lihue. As of February 15 the program will be moving to a new house also located in Lihue. The new location is larger and can accomidate more women and children.

Delivery of services are as follows:

Intake, Assessment, and development of Service Plan

Prior to acceptance into WIN Bridge II Success the intake coordinator qualifies the applicant by obtaining specific infomration as follows:

- Applicant's name
- Age
- Gender
- Social Security Number
- Ethnic background
- Martial Status
- Dependent Children
- Occurrence of Domestic Violence
- Employment Status
- Income
- Citizenship
- Education level
- Health concerns
- Homeless status
- Cause of homelessness
- Family network system
- Previous social services received
- Veteran status

The Intake Coordinator will then issue confidentially forms and a waiver of release of information. Afore mentioned information and all forms will be kept in the client file.

Once accepted into the program the client will be assigned a case manager. The case manager will meet with the client for an initial assessment. The case manager

will identify any hindrances that prevent the client from becoming self-sufficient.

Together they will create a workable service plan to help the client set and meet specific goals that will eventually lead to self-sufficiency and permanent housing. This will be achieved by setting goals; a strategy to achieve those goals; and a timeline in which to implement the strategy. The popular paraphrase from John Steinbeck's novel *Of Mice and Men* states "The best-laid plans of mice and men / Often go awry". Now that the goals, strategies and timelines have been established, the human factor and the fragile state of our clients needs to be factored in. More often than not there are hiccups on the road to self-sufficiency. Persons in the delicate time of transition will often fall prey to old habits, circumstances and sometimes just plain bad luck. This is where WIN's stellar staff steps in. To prevent a total derailing, WIN's staff is there to support and guide the clients while helping them to stick to their service plan or make adjustments to the service plan as necessary.

Residents are encouraged to look at their stay as an opportunity to create a better future for themselves and their families. Unlike traditional shelters, WIN Bridge to Success provides a holistic solution to the growing problem of chronic poverty and homelessness through a variety of practical and emotional support services, which empower women and give them the skills they need to support themselves and their children. In addition to food, housing, and personal necessities, the following supportive services are offered by WIN Bridge II Success:

The *Life Skills Training* component is designed to assist participants to improve specific life situations, such as living free of past addictions and dealing with domestic violence. This teaches them additional skills, which will give them more control over their lives. This component provides classes in substance abuse relapse prevention, domestic violence/anger management, parenting, money management, goal setting, and personal development.

The *Employment Readiness* component assists participants in bridging the gap between homelessness and a return to permanent housing by finding employment and/or continuing their education. This component provides training in employment seeking skills, preparation of resumes and employment applications, job searching, and mock interviews, assistance with school and grant applications, and basic computer skills.

The *Transitional Support* component will offer additional services to enable participants in their transition out of homelessness, by providing resource referrals. The lack of basic resources is a hindrance from the start as they are unable to take full advantage of other resources at their disposal such as the available services and assistance with employment and housing placement.

By focusing on one or more of these areas in their personal lives, participants will gain skills that will serve them well. These skills will benefit program participants in terms of making lifestyle changes, that have an excellent chance of leading to potentially higher incomes, improvements in their housing situation and living independently throughout the rest of their lives.

Case Management will be ongoing throughout the delivery of all of these supportive services. The participants' needs are regularly assessed in order to ensure they are receiving the services that are available to aid them in their progress.

Each case management session is 1 – 3 hours depending on the needs of the client. Additional time is needed for preparation activities, progress notes, and reporting. It is anticipated that each client will receive individual case management sessions at least twice a month in the project period. All services include but are not limited to; counseling, completion of all applications, scheduling and cancellations of appointments, implementation of service plan, and transportation appointments, court hearings, interviews, etc.

Requesting of Vital Documentation in preparation for a myriad of resource referrals and applications for programs and agencies.

- Birth Certificate - Help client retrieve record of birth to obtain Birth Certificate, apply online or send letter of request
- Social Security Card through the Social Security Office - Fill out application
- State Identification Card - Needs to have social security card and birth certificate prior to requesting state ID,
- Drivers License through the Department of Motor Vehicle Licensing Includes: clearance of prior traffic violations, and citation fees, written permit testing, road testing, driver's education class, hands-on practice with licensed driver
- Record of Immunizations - Retrieval of records and update of immunizations
- Department of Human Services
- Medical Insurance through Quest (unless employed)
- Food Stamps and Financial Assistance
- Filling out of Applications, sometimes it includes an extra appointment with DHS Psychiatrist
- Mental Health Services - Includes Mental Health Clinic and other agencies or other case workers/SSI Benefits

RECOVERY AND RELAPSE PREVENTION

Effective resource referrals to professional services aimed to promote clients health benefits with tools of recovery and intervention. Straight forward information and facts about addiction in all aspects. Support for clients and family members to enhance recovery.

- Scheduling of Assessments
- Treatment Plans and Level of Care Recommendations
- Researching availability and securing of inpatient bed or initiating outpatient treatment at various facilities
- Suggestion of AA/NA meetings
- Relapse Prevention referral to WIN Substance Abuse Relapse Prevention Program
- 12 step work-study, forming clean and sober networks, creating a safety plan

INTERVENTION SERVICES

Judicial Compliance

Assistance for mandated clients. Creating conformity and accordance to all legal components in client's life while encouraging a willingness to cooperate for a common purpose or benefit. Meeting all court requirements and judgments, keeping court appearances, paying legal fees, showing up for urinal analysis, and participation of referrals to other agencies.

- Meeting and collaborating with Judiciary Jurisdictions Drug Court (CSAC, Probation Officers and Administrator) Scheduled court appearances
- Circuit Court (Adult Client Probation Services, Probation Officers and Supervisor)
- Hawaii Paroling Authority - Helping them stay in compliance and keeping appointments, and reporting for UA testing
- Child and Family Services - Applications, Referrals to all programs ie. Section 8, Headstart, Prenatal Support Services,
- Child Welfare Services - Dealing with Case Workers and Social Workers, attending Ohana Conferencing, Helping them stay in compliance to service plans

WORKSHOPS

LIFE SKILLS

Refers to skills one would learn to help navigate more effectively through life. Often overlooked are these skills needed in recovery to maintain a sober and healthy life style. It is important to have a firm grasp on these fundamentals in order to be successful in recovery.

- Routines and Schedules - Develop daily regimens and scheduling of activities and appointments and the importance of promptness. Making and implementing of plans and adjustments
- Goal Setting
- Understand Time Management
- Implements Strategies

- Manage Resources to Achieve Goals
- Fiscal Responsibility - Develop and practice money management skills, develop and live within a budget, learn to purchase appropriate food and clothing allowances
- Application of personal values to choices
- Consideration of risks to various choices
- Healthy lifestyle and nutritional choices - Daily diet and exercise, learning about nutrition, how to plan and prepare meals
- Hygiene and essential self-care - Basic hygiene and proper care for self and family, this includes access to various sources and services
- Resource Packet - We provide a resource packet that includes information on daycare, housing, crisis numbers, food pantries, legal help lines, AA and NA info etc.

JOB READINESS

Refers to all training and soft skill competencies for clients moving into the workforce. In includes problem-solving, cognitive skills, oral communication skills, personal qualities and work ethic, and interpersonal and teamwork skills. This also includes the physicality of the interviewing process.

- Employability Skills: Interests and skills defining what they're interests are, focusing on their strengths and guiding their careers
- Job Search Techniques utilizing Work Wise and all agencies, online accessibility and basic training
- Writing the right resume and references walking client through creating a resume, choosing proper references
- Follow up Procedure
- Making a Great Impression: Proper Attire and Attitude
- WIN offers a clothes closet for interview attire and referrals to Dress for Success for interviewing outfits
- Mock interviewing for the job creates interviewing environment and insures confidence
- Questions and Answers about Expectations and Benefits
- Managing wages effectively, budgeting income, itemizing, reconciling old debts and collections.

PARENTING

Designed to support clients and their families through teaching, writing, counseling and curriculum, Parenting positively without guilt, without violence and with healthy boundaries. Effective techniques are taught for raising responsible and independent children. Integrating substance abuse treatment and family issues. Building on family strengths and values.

- Children learn what they live - Self reflection, instilment, core beliefs, morals and values, creating good moral compass
- Goals and Strategies
- Effective communication - how to communicate assertively without being passive or aggressive, writing, journaling, I feel statements
- Good behavior cues - appropriate consequences
- Effective praise/reinforcing strategies
- Effective discipline and time outs - how and when to discipline
- Structured meals and planning - diet, preparation and nutrition – preparing nutritious meals on a budget
- Nurturing self and children - self esteem and confidence
- Anger Management – Adult time outs, breathing techniques, meditation, relaxation
- Quality Family Time
- Activities and cost effective planning, loving environments and creating healthy bonds.

When a woman graduates from the program WIN Case managers continue to work with her to assure her transition is completely successful. Because of the relationships WIN case managers build with clients they can be counted on to continue the supportive services when necessary. Typical follow-ups are at 30 days then every three months or as needed.

WIN's commitment to the long-term stability of the women we serve, distinguishes us from other programs. We believe the true bridge to success is not limited to a punch list of short-term accomplishments but leads to the long term thriving of these individuals and families. WIN Bridge to Success will make a difference by reducing the number of families needing welfare and shelter assistance.

The desired outcome is for the program participants to achieve complete self-sufficiency and permanent housing through a well-tailored program designed for the purpose of ending homelessness.

2. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service;

Project Implementation Schedule

Organization: Women In Need

Objectives and Major Tasks	Performed By (Position)	Month											
		1	2	3	4	5	6	7	8	9	10	11	12
Bridge to Success Transitional Living													
Intake and assessment of needs	Intake Coordinator/Case Managers	X	-	-	-	-	-	-	-	-	-	-	X
Building self confidence through mentoring and workshops	Facilitators	X	-	-	-	-	-	-	-	-	-	-	X
Building workable service plans	Case Managers	X	-	-	-	-	-	-	-	-	-	-	X
Improve family functioning and building healthy relationships	Facilitators	X	-	-	-	-	-	-	-	-	-	-	X
Help participant build support system	Case Managers	X	-	-	-	-	-	-	-	-	-	-	X
Provide resources and educational guidance towards self-sufficiency	Case Managers/Facilitators	X	-	-	-	-	-	-	-	-	-	-	X
Provide activities to bond and create positive community living	Program Director	X	-	-	-	-	-	-	-	-	-	-	X
Provide Transitional living	Program Director	X	-	-	-	-	-	-	-	-	-	-	X
<i>Transitional house Kauai. The house accommodates 9 women and their children. Each woman my stay up to two years. WIN provides individual counseling and supportive services to aid the women in transitioning to permanent housing and employment</i>													
Administrative Support													
Oversee Project	Executive Director	X	-	-	-	-	-	-	-	-	-	-	X
Accounting for funds and expenses	Bookkeeper	X	-	-	-	-	-	-	-	-	-	-	X
Reporting on Activities	Operations & Grants Admin	X	-	-	-	-	-	-	-	-	-	-	X
Program Development	Program Development	X	-	-	-	-	-	-	-	-	-	-	X

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

Over time the needs of the community and clients change. Through client and program data collection and evaluation WIN continually tailors programs to keep up with those changing needs. WIN conducts both process and outcome evaluations on various aspects of the organization. This will ensure that our programs are meeting objectives and that a record of progress, successes and failures is maintained to improve future classes. WIN provides all participants with detailed evaluation forms. The forms records feedback to appraise WIN leadership, which services or classes were the most beneficial, and which services or classes clients would like to pursue further. To assure our results we offer service plans, consistent case management, outreach, and most importantly provide referrals and support services for long-term if necessary or requested.

The initial client intake forms serve as the Client File or Record and follow the client throughout her relationship with WIN. These forms are issued to all of WIN's clients in all of WIN's programs. The Client File will have the dates, services provided, progress, completion and closure notes. The files are maintained and updated with progress notes, modification of goals, input of relevant forms and data. Client service is an ongoing process for the duration of her program participant. Client progress is tracked through the case management entries. For classes, the Facilitator keeps all class records, attendance and progress notes and is responsible to submit to data personnel.

Case management is a key component in determining both the scope of services required and the gains being achieved on a participant-by-participant basis. Case managers and facilitators collect all data relevant to service delivery and client during meetings and incident meetings for all programs. All data is kept in individual confidential client files. The collected data is a tool to evaluate client's progress and is also used to measure individual success. Combined data is used to measure the success of each program.

The Bridge II Success Transitional Housing and Life Skills programs use the self-sufficiency assessment their main measurement tool in addition to the standard client intake forms used by all other programs. The case manager assesses each client upon entry into the program. As they continue the program they are periodically reassessed and data is collected to track their successes or failures. The collected information determines if the current service plan is working. The data allows the case manager to suggest additional programs and offer praise for successes. Upon exit the client's progress is evaluated against the initial assessment. Exit forms, evaluations from participants, communications in the group and individual meetings are used to improve services by determining which services are relevant to the needs of the clients. The data relating to the program curriculum is continually re-evaluated.

SELF-SUFFICIENCY ASSESSMENT SCALE

Developmental Domain	1 In Crisis	2 Vulnerable	3 Stable	4 Safe	5 Thriving
Housing/ Food	Homeless, eviction or cut-off notice. No food and at risk for malnutrition	In arrears, but no notice. Temporary housing. Food inadequate for nutritional needs.	Housing affordable with subsidy. Relies on assistance for basic nutritional needs.	Housing affordable and satisfactory without subsidy. Daily well-balanced meals with assistance.	Safe, affordable housing of choice without subsidy. Well-balanced meals without assistance.
Income/ Assets	No income, savings or assets. No marketable skills, unemployed.	Temporary or part-time job, income inadequate for basic needs. Poor credit.	Underemployed inadequate benefits. Limited career advancement opportunities.	Full-time employment, inadequate benefits. Debt within limits.	Permanent, sustaining employment with benefits. Savings account Good credit.
Education/ Skills	No GED, lack basic skills, functionally illiterate. No commitment to learning.	Working to attain GED or improve literacy. Recognizes value of education, skills	H.S. Diploma or GED. Marketable skills.	Actively pursuing post-secondary education or training.	Has attained post-secondary education or training. Positive attitude toward learning.
Environment	No childcare, transportation, or access to health care.	Transportation unreliable, child care and health care unreliable or unaffordable	Limited childcare and transportation, depends on Medicaid and other subsidies.	Transportation to meet basic needs. Access to health care and childcare.	Transportation, childcare, health care of choice without subsidy.
Relationships	No supportive system. Socially isolated. No communication, social skills. Frequent conflicts.	Little or no interaction with family. Limited social network. Unable to form friendships.	Some support from family and friends. Some community concern and awareness.	Physically safe and emotionally secure. Supportive relationships free from conflict. Family unit evident.	Strong supportive network and positive family identity. Actively involved and stakeholder in community.
Personal Attributes	Severe emotional, behavior dysfunctions. Low self-esteem, negative attitude, unethical behaviors.	Moderate dysfunction, low self-esteem, lack motivation and takes little responsibility for own actions.	Interventions in place to change behaviors. Learning to set realistic goals.	Good self-esteem, appropriate behaviors, sets realistic goals, resolves conflicts effectively.	Exemplary work ethic, positive attitude high self-esteem good sense of humor, integrity ethical behavior. Sets and achieves goals.

The comparison of the data from each of the programs shows which programs are the most successful. Each success for our clients is monumental as they all have great hardships to overcome. Many are trying to earn their children back while others are simply trying to remain employed, housed, sober and or out of jail. Data is compiled and compared bi-annually to determine the percentages of successes and failures in each of the programs. Program developers and administrators then meet to determine if any program or procedural changes are necessary.

Our main indicator of success is that the clients circumstances improves and that they do not return to their negative lifestyles and/or to prison. However, this is just the first step. In addition to staying clean, sober, housed and out of jail, participants returning to school or to work will determine the projects successful, working through the destructive patterns, and becoming self-sufficient. It is the policy of the WIN Program that evaluation will be a key component in measuring the success of this program and for making continuous improvements in the effectiveness and delivery of services. Evaluations in the form of surveys, feedback and closure forms are also used in creating new programs and for application and compliance purposes for grants.

4. **The applicant shall list the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.**

The anticipated outcomes for the project are providing services to at least 9 unduplicated women for the duration of the contract period. These persons are identified homeless and/or transitional housing.

Bridge to Success Program Outcomes	FY 2012
LEVELS OF SERVICES PROVIDED	Proposed
No. of intake/assessments (unduplicated/entry only)	9
No. of participants covered by a case plan (und/entry)	9
No. of counseling contacts (duplicated)	100
No. of referrals to outside agencies (duplicated)	18
On-site programs:	
No. of life skills classes	4
No. of educational classes	4
No. of support group classes	24
OUTCOME OBJECTIVES ACHIEVED	
Unduplicated participants completed initial social services plans	9
Unduplicated adults completed substance abuse treatment program	4
Unduplicated participants who retained employment 3 months	3
Unduplicated participants transitioned to permanent housing	1

WIN has and will continue providing supportive services to program participants after they have graduated from the program to assure their success.

WIN's commitment to the long-term stability of the people we serve, distinguishes us from other programs. We believe the true bridge to success is not limited to a punch list of short-term accomplishments, but leads to the long term thriving of these individuals and families. WIN will make a difference by reducing the number of families needing welfare and shelter assistance, reduce the rate of recidivism, assist homelessness, and coach families toward healthier domestic environments.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

See attached budget form

This request is for \$64,800, which will be allocated to the house lease and utilities. Program fees and funds received from the City & County of Kauai will be allocated to the remaining costs such as supplies, training materials, facilitators, case managers, and admin staff, supplies and other indirect costs such as insurance, bookkeeper.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2011-2012.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$16,200	\$16,200	\$16,200	\$16,200	\$64,800

3. The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2011-2012.

Funder	Amount
Hawaii Homeless Programs	\$64,800
CDBG Kauai	\$50,000
Grants & Donations	\$30,000

IV. Experience and Capability

A. Necessary Skills and Experience

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

Women In Need is a 501(C) 3 nonprofit organization. Founded in 1996 to fill the need for basic life skills instruction for women, WIN has grown into a multi-function organization serving men, women, and children using the Continuum of Care System. We have been an active member of Partners in Care, since that coordinating body began meeting in 1997 and has extensive experience in working with the homeless.

WIN works with the following Agencies:

Oahu

- Partners in Care
- Child and Family Services
- City and County of Honolulu
- Department of Human Services Homeless Programs Office

Kauai

- Kauai Drug Court
- County of Kauai Community Housing Agency
- Child and Family Services
- Adult Probation of the Fifth Circuit Court
- Kauai Community Alliance

Additionally, WIN has served on the Mayor's Council of Joint Treatment and Integration Committees with the Anti-Drug Coordinator Theresa Koki. As a member of Partners in Care our staff attends monthly general meetings on the Organizational Development and the Homeless Awareness committee.

We have a reputation of success and are committed to helping the communities of Hawaii. The Executive Director of WIN, Mary Scott Lau has domestic violence prevention training, and experience working with clients that have fallen prey to substance abuse. In addition to Charlette Souza, BA, CSAC who is a certified CSAC on Kauai, many of our staff members are presently pursuing studies to become a CSAC. As a result, WIN possesses staff with the qualifications, skills and education necessary to mentor these women and their families through their transition.

WIN has been serving the community since 1996. Founder and Executive Director, Mary Scott-Lau began her mission of empowering women at-risk to rise above their past and start creating a better future for themselves and their families. Her tireless efforts have grown WIN into the multi-function organization it is today serving both Oahu and Kauai. WIN focuses on helping at-risk individuals and families achieve self-sufficiency. In addition to helping our clients with their personal and domestic troubles we help guide them to achieve financial stability through education and stable employment.

The majority of our clients have been lifelong victims of domestic violence and substance abuse. They are either unemployed or underemployed. All of our clients are either homeless or at-risk of becoming homeless. Many have been incarcerated or in rehabilitation for drug addiction and are trying to reintegrate back into society. These persons are most in need of transitional housing and supportive services and WIN's staff has the training and experience to help them. Our case managers and facilitators are certified Domestic Violence counselors and trained to work with persons that have fallen prey to substance abuse and homelessness. We provide supportive services to unsheltered, sheltered, and at-risk of being homeless persons to help them stabilize and achieve self-sufficiency.

Proudly, Women in Need's programs are approved and satisfy court-mandated requirements by Hawaii Paroling Authority, Family Court and Drug Court. The strengths of this organization are in its leadership. WIN's Executive Director not only empowers her clients but she develops leaders in her organization. The result is a dedicated staff providing stellar service to the clients. The organization and staff members are living its mission every day.

WIN's staff possesses and utilizes a wide range of higher-level interpersonal observational skills and has experience in client assessment. They demonstrate motivational skills and the ability to direct clients to appropriate resources. They work effectively with individuals of diverse backgrounds, cultures, religious beliefs, and lifestyles. WIN has the capacity to build rapport and work with substance abuse clients, domestic violence victims, homeless persons and individuals who may have criminal history in their backgrounds, a history of violence, and those who may at times find it hard to trust and cooperate within structured services and systems. WIN has a history of successfully helping people with afore mentioned backgrounds find suitable employment. Furthermore and most importantly WIN offers the support these individuals need to continue in their recovery and stay employed.

A good and measurable outcome of our success as an organization is the fact that over half of our staff has been former clients. Each of our staff members has literally walked in the same shoes as those we serve. These mentors know how difficult it is to overcome challenges such as homelessness, substance abuse, domestic violence and more. They have had to juggle their families, school and work. Yet they have risen above past obstacles and gone on to achieve higher

education, professional and personal success. The fact that they have “lived it” makes them expert guides to our clients. WIN has sufficient personnel to perform services on staff already. Staff members who participate in the delivery of services are as follows:

Director Kauai - Kimberly Cummings
 Case Manager - Tammy Lynn Cacal
 Intake Coordinator – Renae Waalani
 CSAC - Charlette Souza BA

WIN organization wide management and administrative staff are as follows:
 Executive Director and Founder – Mary Scott-Lau
 Assistant Executive Director - Monique Temblor-Lee
 Operations and Grants Administrator - Erika Teska
 Bookkeeping and Marketing - Nina LaMonte
 Bookkeeping – Sue Armstrong

Here is a list of our government past and current contracts.

Contract	Scope of Services
HPS 07-43	Homeless Program Office Contract - WIN Provide Transitional Living to women with adequate cooking facilities, regular access to clothing bank, and sanitary facilities; providing case management, developing and implementing social service plan, monitoring and follow-up to at least 30 unduplicated single women and women with children from FY 2008 to FY 2011
DHS-05 POS-2186	Child & Family Services Contract - WIN Provide Supportive services to 300 clients per year in the form of family strengthening classes and 50 youth in the form of computer literacy and life skills training. Also providing crisis intervention, informal counseling, family strengthening and training in basic life skills, parenting and anger management. This project is ongoing since 2007 through 2011. This contract is a yearly contract
8142	Kauai County Housing Agency CDBG - provided case management individual counseling sessions to women to transition them into permanent housing through a variety of support services and transitional living
DHS-10-ETPO-162	Department of Human Services - Youth Services Branch Contract - WIN provide through the Women In Need (WIN) sites of Oahu and Kauai combined, 150 clients with intensive case management, stabilizing and family strengthening classes - including 50 youth life skills training. The population to be served includes transitioning women and women with children, integration into society from prison, drug treatment and/or emergency shelters, including domestic violence shelters.

- F61937 CDBG Oahu Contract - WIN Provided stabilizing courses in parenting, domestic violence, anger management, life skills, computer skills and job readiness to adults, children, and families that are homeless, in transition, or at risk of homelessness. FY2007
- CT-DCS-0700072 CDBG Oahu Contract - WIN Provided stabilizing courses in parenting, domestic violence, anger management, life skills, computer skills and job readiness to adults, children, and families that are homeless, in transition, or at risk of homelessness. FY2008
- CT-DCS-00900095 CDBG Oahu Contract - WIN Provided stabilizing courses in parenting, domestic violence, anger management, life skills, computer skills and job readiness to adults, children, and families that are homeless, in transition, or at risk of homelessness. FY2009

WIN currently manages several governmental and private foundation grants. On Kauai we have received funding from Kauai Drug Court, G.N. Wilcox Foundation, Kauai County Community Block Development Grants, HMSA and local donations. WIN is in compliance with all grant-making entities. WIN began using the HMIS database system in October 2007 with the contract from Hawaii Public Housing Authority.

Please see the following tables of our most recent contracts for the transitional houses on both Oahu and Kauai.

HAWAII STATE HOMELESS PROGRAM – STIPEND PROGRAM

Contracting Agency	Homeless Programs Office (HPO)	E-mail Address	SMiyoshi@dhs.hawaii.gov
Contact Person	Sandra J. Miyoshi	Contract/Program Title	HPB 09-22 SA01 Stipend Program - Bridge to Success/WIN Family House
Address	820 Mililani St. Suite 606 Honolulu, HI 96813	Contract Period	8/1/10 -7/31/11
Phone Number	808.586.7072	Funding Amount	\$86,400 per year

Contracting Agency	Homeless Programs Office (HPO)	E-mail Address	SMiyoshi@dhs.hawaii.gov
Contact Person	Sandra J. Miyoshi	Contract/Program Title	HPB 09-22 Stipend Program - Bridge to Success/WIN Family House
Address	820 Mililani St. Suite 606 Honolulu, HI 96813	Contract Period	8/1/09 -7/31/10
Phone Number	808.586.7072	Funding Amount	\$86,400 per year
Contracting Agency	Homeless Programs Office (HPO)	E-mail Address	SMiyoshi@dhs.hawaii.gov

Contact Person	Sandra J. Miyoshi	Contract/Program Title	HPS 08-01SA01 WIN Family House
Address	820 Mililani St. Suite 606 Honolulu, HI 96813	Contract Period	2/15/08 – 7/31/08
Phone Number	808.586.7072	Funding Amount	\$50,400

Contracting Agency	Homeless Programs Office (HPO)	E-mail Address	SMiyoshi@dhs.hawaii.gov
Contact Person	Sandra J. Miyoshi	Contract/Program Title	HPS 07-42 SA01 Bridge to Success
Address	820 Mililani St. Suite 606 Honolulu, HI 96813	Contract Period	FY 2009
Phone Number	808.586.7072	Funding Amount	\$36,000

Contracting Agency	Homeless Programs Office (HPO)	E-mail Address	SMiyoshi@dhs.hawaii.gov
Contact Person	Sandra J. Miyoshi	Contract/Program Title	HPS 08-01 WIN Family House
Address	820 Mililani St. Suite 606 Honolulu, HI 96813	Contract Period	2/15/08 – 7/31/08
Phone Number	808.586.7072	Funding Amount	\$23,100

Contracting Agency	Homeless Programs Office (HPO)	E-mail Address	SMiyoshi@dhs.hawaii.gov
Contact Person	Sandra J. Miyoshi	Contract/Program Title	HPS 07-43 Bridge to Success
Address	820 Mililani St. Suite 606 Honolulu, HI 96813	Contract Period	8/1/07 – 7/31/08
Phone Number	808.586.7072	Funding Amount	\$36,000

CITY & COUNTY KAUAI – COMMUNITY DEVELOPMENT BLOCK GRANT

Contracting Agency	Kauai County Housing Agency	E-mail Address	skelekoma@kauai.gov
Contact Person	Sharon Kelekoma	Contract/Program Title	8350 Case Management Self-Sufficiency
Address	4444 Rice Street, Suite 330 Lihue, HI 96766	Contract Period	10/12/10 – 10/11/11
Phone Number	808.241.4428	Funding Amount	\$50,000

Contracting Agency	Kauai County Housing Agency	E-mail Address	skelekoma@kauai.gov
Contact Person	Sharon Kelekoma	Contract/Program Title	8377 Substance Abuse Relapse Prevention
Address	4444 Rice Street, Suite 330 Lihue, HI 96766	Contract Period	11/19/10 – 11/18/11
Phone Number	808.241.4428	Funding Amount	\$50,400

Contracting Agency	Kauai County Housing Agency	E-mail Address	skelekoma@kauai.gov
Contact Person	Sharon Kelekoma	Contract/Program Title	8142 Case Management Self-Sufficiency
Address	4444 Rice Street, Suite 330 Lihue, HI 96766	Contract Period	FY 2010
Phone Number	808.241.4428	Funding Amount	\$30,000

WIN has been successfully helping clients change their lives through our supportive services and transitional housing for over fourteen years. Although WIN works with government and private agencies for referrals WIN also successfully reaches out to those in need through various outreach programs like Outreach on the Beach. Through Outreach on the Beach WIN delivers donated food items and supplies to the homeless populations. By doing this we are able to build relationships with many homeless persons and offer them services that will help them improve their situation and eventually become housed. See below a few success:

WIN Kauai

One women and her family of five had been chronically homeless for 6 years and living on Anahola Beach, prior to coming to WIN's Bridge II Success Transitional Living. She had used alcohol and drugs for nearly all of her adult life, and out of her eight children only three resided with her at the beach. Since moving in to WIN, she completed her outpatient treatment program and received her clinical discharge. As a result she has been reunified with her two sons of ages 2 and 4 and is allowed overnight visits with her 13 year old. She has excelled above and beyond her Child Welfare Service plan and is now enrolled and attending Kauai Community College.

Two clients, WIN's long time residents who had exhausted their DHS Welfare benefits, are now employees of Safeway Kauai.

Another client entered the WIN's Bridge II Success Transitional Living on April 1, 2009. At that time she had lost her 2 months old to CWS because of her methamphetamine addiction. Upon entering she went to an outpatient treatment on Kauai, clinically graduated 6 months later, became employed part time and started school at KCC and on May 8, 2010 moved in to permanent housing with her son Xyrin whom she had gained back custody of. Today she is still an active participant in the WIN program where she continues to be a volunteer and gives the women of WIN House rides to AA/NA meetings on a weekly basis.

WIN Oahu Kaneohe

Women in Need also took in a family from the Windward Spouse Abuse Shelter out in Kailua. Mother and her two children now occupy room #1. This family has flown in from California, leaving behind a troubled marriage that ended in a divorce. Mother is a

very outgoing and motivated individual who shares her gratitude for being accepted into the transitional home. Her two children are in elementary and intermediate school.

Reunifications:

One of our residents who is currently working towards reunification with her two children was awarded custody of one her child on July 6. The courts decided to return them one at a time so that the transition will make it easier for mom to deal with. Mother had made the necessary changes in her schedule to meet the needs of her child. She and her caseworker worked on adjusting several goals that she created and decided to hold off on getting a job but rather seek possibilities of going back into school. Mother is astounded to find herself where she is at in her life. She shared with caseworker that she is amazed at how far she has come. She expects to have her daughter returned sometime in September. As of now, she continues with having unsupervised visitation on the weekends with all 3 of her children.

One client was recently informed by her CPS caseworker that a motion was filed for unsupervised visits on the weekend. A court case will be held sometime in August. Currently, mom continues to attend her site visit all the way in Waianae. Mom has also made plans to go back into school. This individual has been in our home since March 2010 and has been in compliance with CPS since then. We hope that reunification will be granted before the year is over.

WIN Oahu Waianae

A client in our Waianae home reunified with her son after being separated for over a year. Client was able to achieve her goals on her service plan and was placed along with her son at a transitional housing program here in her community. Client is now preparing for the arrival of her new baby. She is due to give birth early August. WIN helped to arrange and participated in a potluck going away party for her. Everyone made a special dish to help with the celebration. The clients sang Karaoke and enjoyed each others company. She moved to Nevada to reunify with her 6 year old son and her mother. During her stay at the WIN house the client was able to restore her relationship with her mother and decided to move home. The client obtained a job and saved her money to purchase her plane ticket. The client was very happy and excited to build a relationship with her son. She has not seen her son since he was 2 weeks old. This client entered the WIN house in June 2009. She was released from WCCC into the WIN program.

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. Also describe how the facilities meet ADA requirements, as applicable.

The Bridge II Success Home Kauai is moving to another location on February 15, 2011. This location is twice as large as the present home (2282 sq ft.). The new

location is a single level home approximately 4421 square feet with 9 bedrooms, 6 bedrooms, fully equipped kitchen, yard, provides wheel chair accessibility and is well suited to accommodate children.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

Staff Descriptions

Lack of support or connection to others may be the single most important reason why people are homeless. For many homeless people, outreach workers are the first to break through the isolation and begin to move people toward a life of greater health and personal stability.

WIN's staff possesses and utilizes a wide range of higher-level interpersonal and observational skills and has experience in client assessment. They demonstrate motivational skills and the ability to direct clients to appropriate resources. They work effectively with individuals of diverse backgrounds, cultures, religious beliefs, and lifestyles. WIN has the capacity to build rapport and work with substance abuse clients, domestic violence victims, homeless persons and individuals who may have criminal history in their backgrounds, a history of violence, and who may at times be less than willing to fully cooperate within structured services and systems. A unique fact and measurable outcome of our success as an organization is the fact that over half of our staff has been former clients.

Mary Scott-Lau Executive Director of Women In Need, Founder & Leader

Mary's dedication and lifelong passion is to improve of the quality of life for the families of Hawaii and beyond. As Executive Director she is responsible for overall strategic planning, revenue generation, financial management, organizational development, staff management, and program operations. She oversees and supports the development, design and delivery of programs, assuring the goals and objectives are aligned with WIN's mission. This includes managing the development of curriculum for classes, providing service plans and assessments for clients, facilitating courses, and administrative direction. She cultivates a strong partnership with the Board of Directors in setting policies, program development, fund raising, managing the procurement of charitable contributions and positive community representation of WIN. Additionally, she leads, motivates and develops the staff and board so that they are passionate about

what WIN has achieved and is committed to working effectively toward continual improvement and growth. She actively and personally participates in every aspect of WIN's operations. Mary's motto is "making a big difference starts with a big vision". Within the mind set of being creative and not limiting WIN to what seems possible today, changing the world doesn't start by mediocre thoughts. It requires us to think big and to inspire others to help make the vision a reality. Mary's vision and commitment to changing lives daily makes WIN the organization it is today.

Kimberly Cummings - Director-Kauai

A former Kauai Drug Court Program graduate, Kimberly oversees WIN's entire Kauai operation. This includes WIN Bridge to Success' two clean and sober transitional homes and management of WIN Kauai's staff. Kimberly collaborates with Executive Director Mary Scott-Lau to manage and develop programs to best serve the Kauai clients and community. Kimberly personally facilitates Domestic Violence/Anger Management, Life Skills and Job Readiness courses as well as Case Management. She is continually partnering with the community and local businesses for charitable contributions and community outreach. Kimberly actively participates in the planning and development of WIN's latest program, Na Hono Wai (Living Waters). This program will fill the need for additional drug rehabilitation facilities on the island of Kauai. She truly makes WIN an active and positive component of the Kauai island community. With continual efforts for training and education, she's presently participating in the Certified Substance Abuse Counselor Program at Kauai Community College and completed her practicum with Hina Mauka. Extracurricularly, Kimberly mentors inmates at the Kauai Community Correctional Center through a prison ministry program. Her life experience and education have honed her abilities to work with and mentor the at risk persons that WIN serves. In both her personal and professional life Kimberly lives WIN's mission.

Tammy Lynn Cacal Case Manager

WIN's most recent recruit, Tammy is a student at Kauai Community College working towards her CSAC (Certified Substance Abuse Councilor). The skills Tammy has and is gaining make her an asset to WIN's Kauai operation as case manager. As case manager Tammy assesses WIN's clients to determine the correct program and services necessary to assist each individual in recovery. Tammy keeps records of her client's progress and generates the necessary reports for our program management and development teams. Along with her studies at the college, Tammy is an intern at Ke Ala Pono Recovery Center. At the recovery center, Tammy receives supervised practical training, in a work setting where alcohol and drug treatment counseling is provided. During her Fall 2009 semester, Tammy interned at the Kauai Community Correctional Center. While interning at the prison, her practical training targeted treatment and integration. The program consisted of a Level II substance abuse class, an alternative to

violence class and a cognitive skills class. Tammy's motivation stems from her foster children who were removed from their home as their parents were abusing drugs and alcohol. As she attends college and does her internship; helping people who suffer from addiction has become a passion for her. Tammy is organized, patient, focused, caring in nature, independent and diligent in her work. These qualities coupled with her ability to overcome obstacles both professionally and personally have allowed her to juggle the priorities of family, career and educational goals.

Renae Waalani - Case Manager / Intake Coordinator

Renae Waalani a Kauai native is the newest member of the Women In Need Family Resource Center staff on Kauai. Renae who is in active recovery from substance abuse and homelessness, has the ability to relate to and empathize with clients to truly understand the recovery process. Her journey, strength, and her successes at recovery are a welcomed experience. Renae's primary functions will be reception and intake coordinator. She will be assuming all telephone responsibilities, appointment bookings as well as cancellations, scheduling, intake interviews and data entry in to WIN's database.

B. Organization Chart

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

Please see the Organizational Chart in attachments.

VI. Other

A. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgments. If applicable, please explain.

Women In Need is free from any litigation pending or otherwise.

B. Licensure or Accreditation

Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

Not applicable

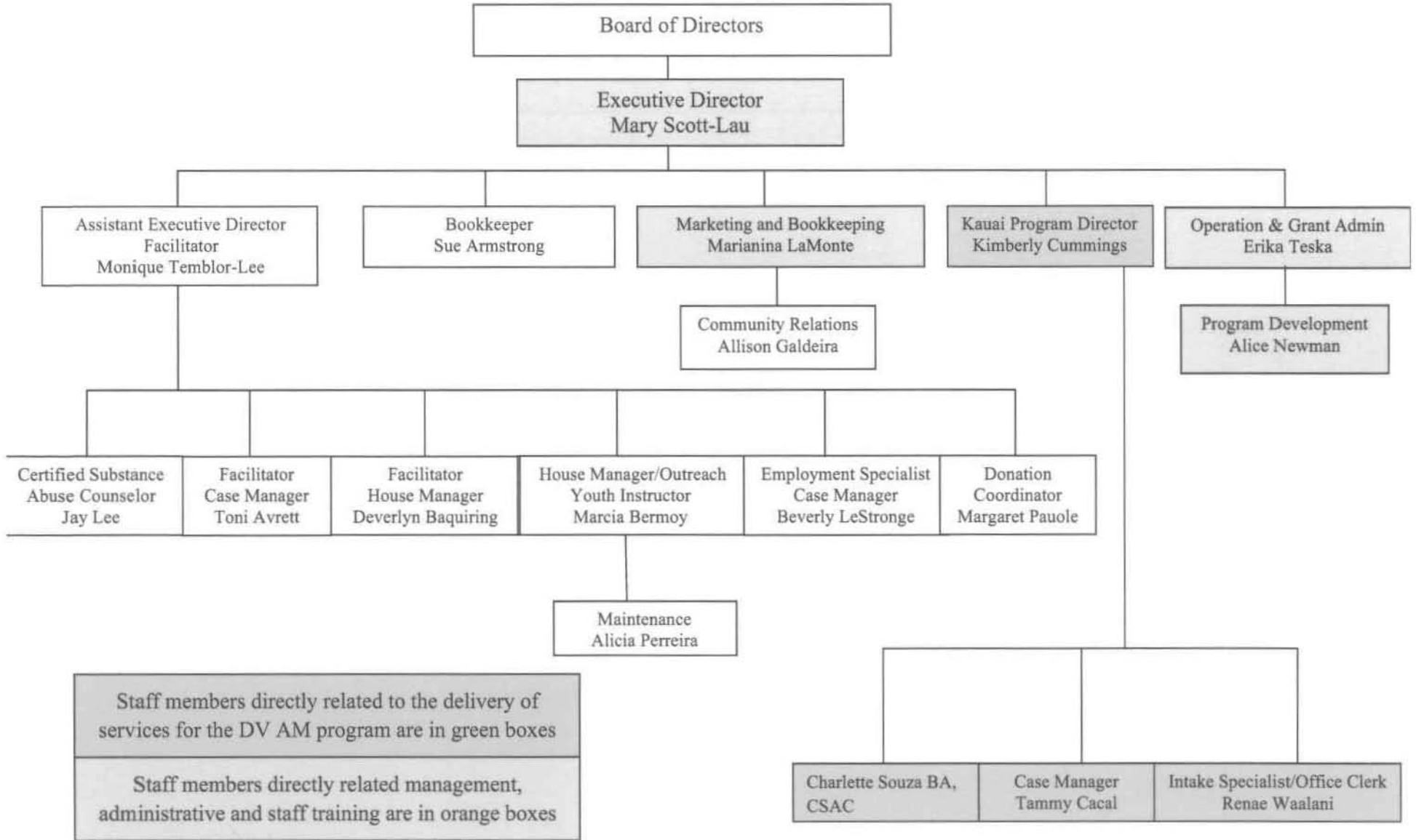
BUDGET REQUEST BY SOURCE OF FUNDS

(Period: July 1, 2011 to June 30, 2012)

Applicant: Women In Need (WIN)

BUDGET CATEGORIES	Total State Funds Requested (a)	Program Fees (b)	CDBG Kauai (c)	Charitable Grants & Donations (d)
A. PERSONNEL COST				
1. Salaries		10,500	35,000	23,200
2. Payroll Taxes & Assessments		1,785	5,863	3,944
3. Fringe Benefits		1,048	4,891	3,661
TOTAL PERSONNEL COST		13,333	45,754	30,805
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island		3,200	1,280	
2. Insurance		1,000		
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	42,000			
5. Staff Training		500		
6. Supplies		3,984	2,966	
7. Telecommunication	1,440			
8. Utilities	21,360			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	64,800	8,684	4,246	
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	64,800	22,017	50,000	30,805
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	64,800	Mary Scott-Lau 808.258.5706		
(b) Program Fees	22,017	[REDACTED]		
(c) CDBG Kauai	50,000			
(d) Charitable Grants & Donations	30,805	Signature of Authorized Official Date		
TOTAL BUDGET	167,622	Mary Scott-Lau, Executive Director Name and Title (Please type or print)		

Women In Need Organizational Chart



WOMAN IN NEED

Bridge II Success Oahu Logic Model

Need

The WIN Bridge II Success program is transitional housing for single women and women with children who are in crisis. Due to their prior circumstances and or destructive behaviors these women are at extremely high risk of being homeless, falling back into abusive situations or substance abuse relapse. WIN is there to help break this tragic cycle and is already providing recovery services to those most in need and with the least resources - women.

Inputs

Program - WIN Bridge II Success
Facilities - WIN's transitional 9 bedroom house for single women in Waianae and women with children in Kaneohe
Staff - House Managers, Facilitators and Case Managers
Funding - Grant in Aid, CDBG Kauai, Program Fees, Donations
Community Partners & Resources - Kauai Drug Court, County of Kauai Community Housing Agency, Child & Family Services, Adult Probation of the Fifth Circuit Court, Community Alliance, Hope, Help & Healing

Activities

Program - Increase access to services, Partner with treatment facilities, Provide support system and resource referrals
House Manager - Intake assessment, collecting of monthly fees, conducting weekly house meetings, random UA's, and individual case management. Help clients stick to service plan, provide resource referrals.
Facilitator - Plan and facilitate classes,
Case Manager - Client intake and evaluation, Create and implement workable service plan, provide resource referrals, Follow up and evaluation
Ongoing - individual counseling, self-esteem, connect and rebuild family relationships, build support groups, group outings.
Months 6 and 12 Follow-up assessment, case management, resource referrals

Outputs

9 Women will receive transitional housing for up to 2 years.
Each client receives Individual Counseling Sessions twice per month
Workshops - Parenting, Life Skills, Budgeting and Domestic Violence/Anger Management at least one workshop on each subject per year
Resource referrals
Group House Meetings - weekly
Advocacy
Follow up and evaluation

Outcomes

Knowledge

Positive community living
Budgeting and goal setting
Confidence and self-efficacy in making healthy decisions
Professional and personal relationship building
Identify destructive past behaviors
Tools for self-sufficiency
Effective tactful communication
Positive healthy activities

Attitudes

Compassion and patience toward others
Desire productivity and self-sufficiency
Value Positive Lifestyle

Behaviors

Avoidance of risky behaviors
Participates in positive healthy recreational activities
Seeks healthy relationships
Contributes to the community

Skills

Communication skills
Positive relationship skills
Self-sufficiency skills
Decisions making skills
Goal Setting

Relationships

Staff-client relationships
Peer relationships
Rebuild and repair strained relationships

P.O. Box 414
Waimanalo, HI 96795
(808) 258-5706

QUALIFICATIONS

- Certified Domestic Violence Counselor.
- Extensive background in Substance Abuse Counseling.
- Accredited instructor for mandatory Anger management for the Department of Public Safety.
- Member of the Community Alliance on prisons.
- Member of the Community Advisory Board on Female offenders for the Department of Public Safety.
- Domestic violence Instructor for Ameri-Corps members Volunteer Legal Services Hawaii.

EMPLOYMENT

- 1996 – Present **Women In Need (WIN) - Executive Director**
Founder and President of WIN. Women In Need brings Domestic Violence and Basic Life Skill classes to men, women, and children in transition, at risk and/or homeless. Active in board administration, classroom instruction. Partnering organizations include the Windward Spouse Abuse shelter. Ho'omaukeola, Hina Mauka, Ohana Ola, Weinberg, Maililand, Women's Community Correctional Center, One Malu, Queen Liliokalani Children's Center, Volunteer Legal Services of Hawaii, Department of Public Safety and Catholic Charities.
- 1995 – 1999 **Mary Jane Center - Advocate/Instructor**
Worked closely with unwed mothers during pregnancy and after childbirth to instill proper parenting skills, self-esteem, positive life choices, and job skills.
- 1994 – 1997 **Krater/KCCN/KINE - Senior Account Executive for Radio Stations**
Prepared marketing plans for clients, sold radio advertising and sponsorships. Created station and client promotions. Participated with clients during on-air promotions.
- 1992 – 1994 **Pacific Business News - Account Executive**
Prepared marketing plans and created new sections for clients to advertise in. Sold advertising and sponsorships and assisted in Sales training and implementing incentives.
- 1992 – Present **St. John Vianney Religious Education Program - Counselor/Instructor**
Worked with teens and youth in developing self-esteem, personal pride, and making positive life choices. Instruct weekly Sunday school classes.

REFERENCES: Upon request

Kimberly P. Cummings

Post Office Box 1920, Kapaa, HI 96746

kimberlypcummings@yahoo.com

Tel (808) 651-1440

Profile: An energetic, self-motivated and hard working individual with experience in all aspects of management. Able to use own initiative and work as part of a team. Proven leadership skills, including managing and motivating other staff to achieve company objectives. An effective coordinator at all levels within an organization. Good problem solving, analytical and communication skills. Computer literate.

Human Resource Planning:

- Assessing the company's staffing requirements over the short, medium and long-term.
- Liaising with the company's senior management team to determine human resources requirements.
- Helping in the production of a comprehensive human resource plan for the company's expansion.

Reward Management:

- Devising new and effective company incentive schemes and games-these have reduced absenteeism and increased production levels by at least 10%.
- Liaising with the external fleet managers within the state.
- Managing the company's sales incentive scheme.

Recruitment and Selection:

- Preparing and placing advertisement at local level.
- Interviewing candidates and checking references.
- Producing job descriptions and contracts of employment.

Training and Development:

- Developing effective training programs in conjunction with other departments in the company.

- Organizing and conducting induction training sessions for all new employees.
- Appointing and monitoring external training organization for specialist training courses.

Employee Services:

- Managing and maintaining staff personnel records.
- Counseling staff as and when required.
- Organizing social activities for employees as a company

Experience:

2007- date	Women In Need, Director
2003- 2007	Vanguard Rental Agency, Supervisor/Administration
2000-2003	Waimea Brewing & Company, Manager
1995-2000	Poipu Partners, Ltd, Contracts Manager
1990-1995	Aloha Unlimited, Human Resources

Training:

Presentation Skills, Negotiation Skills, Team Leadership, Training the Trainer Course, Economic Empowerment, Domestic Violence, Administration in a Personnel Department

Qualifications:

18 years of employment working in Hawaii with multi-levels of professionals, in the Hospitality Industry including: car rental agencies, hotels, and timeshare, Food and Beverage.

13 years of customer service dealing with consumers on a daily basis, processing of rental contracts and returns, car assignments, filing and processing of accident and police reports, tow and charge assessing, fleet management, personnel and human resources, continuous support and prompt customer follow-ups, daily meetings and management of shift staffing.

5 years of experience in Re-integration from Incarceration Community, Substance Abuse, Domestic Violence and Anger Management and all Districts, Kauai Drug Court and Fifth Circuit Courts of Kauai.

Education:

High School Diploma (Waimea High School, Kauai, Hawaii)

Basic Airline Operations and Hotel Management Certificate of Completion (Travel Institute of the Pacific, Honolulu, Hawaii)

Reference:

Mary Scott-Lau, Director of Women In Need

85-979 Farrington Hwy

Waianae, HI 96792

Tel (808) 258-5706

Tina Albao, Secretary Board of Directors, Hope, Help and Healing- Kauai

7928 Haleko Road

Lihue, HI 96766

Tel (808)245-3740

Alton Amimoto, Kauai Drug Court Administrator

3970 Kaana Street Suite # 300

Lihue, HI 96766

Tel(808)245-2363

Tammy Lynn Cacal

4475 B Pio Street
Lihue, Hawaii 96766
(808) 651-1818

Professional Objective: To obtain a position with opportunity for growth, that will utilize my expertise and gain from my experience.

Summary of Qualifications

- 13 years customer service experience
- 6 years of supervisory/management experience
- Excellent organizational and communication skills
- Proficient in MS Office and Excel
- Reputation for working well under pressure and getting the "job" done

Professional History

Verizon Wireless – **Customer Service Rep. /Asst. Sales Ops.** 12/05–04/08

- 05/06–04/08 As an Asst. Sales Ops my responsibilities was to open and/or close the store. Deactivate and/or activate store and inventory alarms, designate POS stations, disperse and balance daily cash drawers for POS stations & Bill Payment Kiosk and prepare daily deposits for pick-up. Perform daily inventory counts, process pending items and status changes from previous day's work, stock work–stock inventory room and sales floor. On shipment day will receive and secure all inventory, file any discrepancies if needed. On a weekly basis will ship and process all used, DOA & field replacement unit phones and accessories. Manage and perform monthly physical inventory, employees demo log, equipment transfers, employees monthly performance report, monthly store reviews, monthly employee schedule and floor manager duties when needed and/or assigned.
- 12/05–05/06 As a Customer Service Rep, I would research and solve all billing issues, trouble–shoot and/or flash phones when needed. Process all warranty and WFG exchanges, all eligible upgrades, price plan changes, etc. I earned the "Pace Setter" award for 3 consecutive months (Feb., March and April) by performing "gem" customer service and highest retail sales and at the end of the year, named Top Customer Service Rep for 2006.

Homemaker

11/86–12/05

- Raising my children to be respectable citizens on the island of Kauai.

Professional History continued

Tammy Lynn Cacal

4475 B Pio Street
Lihue, Hawaii 96766
(808) 651-1818

First Hawaiian Bank – **Teller** 04/01–04/03

- Check cashing, account deposits & withdrawals and foreign currency exchange
- Opening new accounts & closing accounts
- Daily drawer & vault balancing and auditing when needed

Citifinancial Inc. – **Loan Officer** 04/00–04/01

- Processing loan applications for approval and closing of loans when approved
- Preparing all insurance claims for loan payments
- 30, 60 & 90 days past due collections

Allstate Insurance Co. – **Licensed Sales Agent/Office Mgr.** 09/97–04/00

- Write and maintain Property & Casualty, Life and Long-Term policies
- Perform automobile and home inspections
- Oversee daily office functions

McBryde Sugar Co., Ltd. – **Administrative Assistant** 05/93–12/94

- Administrative duties for the Gen. Mgr., 8 Dept. Mgrs. and 8 Gen. Supt.
- Create weekly newsletter
- Manage and process all agriculture land leases

Nezbeda Tile Inc. – **Office Manager** 05/91–05/92

- Daily cash balancing and deposits
- Managing and reconciliation of all business accounts
- Managing the general ledger and preparation of the financial worksheet
- Oversee daily sales operations

Westin Kauai Resort – **Lead Greeter** 09/87–10/90

- Oversee shift greeter at various positions
- Assign all amenity and luggage deliveries
- Process all gratuities

Education

Kauai Community College	2009–Present
Kauai Community College	1990–1991
Waimea High School	1986 Graduate

Erika Teska

4108-C Guadalcanal Ave. • Kapolei, HI 96707 • 808.354.2659 • eteska@gmail.com

OBJECTIVE: To use my 10 years experience as an advocate, grant writer, program developer, and communications in the human services field

EDUCATION: Master's in Business Administration (MBA)
University of Phoenix
Concentrations: Accounting and Technology
Grade Point Average: 3.0
Tentative Graduation Date: January 2012

Bachelor's of Science in Business Administration
Computer Science Information Systems
Hawaii Pacific University, Honolulu Hawaii
Major: Computer Science Information Systems
Grade Point Average 3.26
Graduation Date: May 2009

Kapi'olani Community College, Honolulu, HI
Major: Medical Assistant
Grade Point Average 3.43
Graduation Date: December 2003

California State University, Fresno
Major: Accounting
Completed Junior Year 1984

EXPERIENCE: **Operations & Grants Administrator**, 10/2002 – Present
Women In Need, Waianae, HI

- Provide executive administrative support
- Research funding opportunities
- Prepare and submit proposals for funding to private foundations and local, state, and federal governmental agencies
- Prepare reports to funding agencies
- Teach basic computer skills and basic life skills.
- Plan and implement programs
- Advise clients in transitional situations.
- Maintain computers/network
- Maintain database records of clients.
- Create and update networks with community partners.
- Assist with outreach activities
- Participate with Partners in Care Advocacy Group

- Intermediate Experience with MS Office, Windows, Macintosh, Adobe CS3
- Able to work independently or as part of a group,
- Able to Multi-task and organize with an eye for detail
- Leadership ability

Domestic Violence Victim Advocate, 9/2000 – 8/2002

Volunteer Legal Service Hawaii, Honolulu, HI

- Interviewed clients
- Updated case files
- Participated in community outreaches
- Advocate for clients in family and civil court

ACTIVITIES: Volunteer - Oahu Community Correctional Center
Group Leader/ Lecturer – Happy Science Hawaii
Editor - Hawaii's Lifeguard & Water Safety Fund Magazine

REFERENCES: Available upon request

Alice Newman

404 A Kalama St. ♦ Kailua, Hi. 96734 ♦ (808)258-0161 ♦ freshoceanair@gmail.com

Objective

To obtain a position in a company, that can utilize my writing, verbal, administrative and presentation skills.

Profile

Motivated and personable business professional with many years experience in business management, sales and presentations. Talent for managing multiple projects and developing positive and lasting relations with clients. Diplomatic and tactful with professionals and non-professionals at all levels. Accustomed to handling sensitive, confidential records. Demonstrated history of producing accurate, timely reports meeting stringent guidelines and deadlines.

Flexible and versatile – able to adjust quickly and maintain a sense of humor under pressure. Poised and competent with demonstrated ability to easily transcend cultural differences. Excellent team-building skills.

Skills Summary

- ♦ Project Management
- ♦ Report Preparation
- ♦ Written Correspondence
- ♦ Networking
- ♦ Computer Savvy
- ♦ Customer Service
- ♦ Scheduling
- ♦ Marketing & Sales
- ♦ Photography
- ♦ Accounting/Bookkeeping
- ♦ Business & Financial Management
- ♦ Professional Presentations

Professional Experience and Employment History

LUCUMA PARTNERS LLC., DBA ANDEAN STONE 2005 TO MAY 2009

GENERAL MANAGER JANUARY

- ♦ Managed all company employees and operations.
- ♦ Developed and implemented company policies.
- ♦ Managed company finances.
- ♦ Managed accounts payable and receivable.
- ♦ Developed and implemented marketing plans.
- ♦ Managed sales and logistics.
- ♦ Managed all foreign procurements.
- ♦ Researched international suppliers.
- ♦ Developed and maintained relations with international suppliers.
- ♦ Prepared financial and sales reports.
- ♦ Managed inventory.
- ♦ Developed and maintained relationships with clients.
- ♦ Created and conducted presentations for clients and investors.

SHARON'S PLANTS 1997 TO 2002

SALES MANAGEMENT AND CUSTOMER SERVICE

- ♦ Contract sales for federal government and retail garden shops.
- ♦ Managed contract growing schedules and field employees.
- ♦ Customer service and sales.
- ♦ Schedule and coordinate shipments.
- ♦ Billing

Alice Newman

404 A Kalama St. ♦ Kailua, Hi. 96734 ♦ (808)258-0161 ♦ freshoceanair@gmail.com

Professional Experience and Employment History, continued

MAUI MARBLE AND GRANITE 1996

OUTSIDE SALES

- ♦ Serviced professional clients such as architects and designers.
- ♦ Created and conducted presentations.
- ♦ Customer service and sales.
- ♦ Develop and maintain positive client relations.

WALKER ZANGER 1995 TO 1996

CUSTOMER SERVICE AND SALES

- ♦ Manage and maintain samples.
- ♦ Sales and customer service.
- ♦ Place orders and track shipping from the mainland warehouses.
- ♦ Track inventory transfers and special orders.
- ♦ Develop and maintain positive client relations.

CHAI'S ISLAND BISTRO 1996 TO 1997

WAITRESS, HOSTESS AND FOOD RUNNER

- ♦ Manage reservations and seating arrangements.
- ♦ Customer service.

3660 ON THE RISE 1992 TO 1996

WAITRESS, HOSTESS AND FOOD RUNNER

- ♦ Manage reservations and seating arrangements.
- ♦ Customer service.

Education

KAPIOLANI COMMUNITY COLLEGE

Liberal Arts

PEARL CITY HIGH SCHOOL

Graduated 1991

SUESANN ARMSTRONG

6215 Keokea Place

Honolulu, Hawaii 96825

(808) 396-6404

Profile:

Self motivated individual with diversified experience in many companies. Proven skills in accounting and bookkeeping. A team player with great communication skills and a fast learner.

Experience:

November 2007-Till present

- *Bookkeeper and case manager for a local non-profit organization*

January 1990-October 2007

- *Media Buyer for an advertising company*
- *Purchased radio and print ads for clients, including doing insertion orders*
- *Invoicing and bookkeeping*

October 1980-November 1989

- *Manager of a small retail store*
- *Handled all personnel, did banking, helped with the bookkeeping.*

References are available on request

WIN Bridge to Success

Performance Measure	Definition (examples)
Knowledge	
Positive community living	% of participants who report they have learned to live in a positive communal living environment get along While in this program I have learn the importance of getting along with the people I live with
Budgeting	% of participants who report they have learned to create and follow a budget while participating in this program. While in this program I have learned to create and follow a budget
Goal Setting	% of participants who report they have learned to set and attain their goals while participating in this program. While in this program I have learned how to attain my goals
Confidence and self-efficacy in making healthy decisions	% of participants who report feeling more confident they can make healthy decisions While in this program I have gained confidence that I can make healthy decisions that support a positive lifestyle
Professional and personal relationship building	% of participants who report they have built positive professional and personal relationships While in this program I have gained more positive professional and personal relationships
Identify past destructive behaviors	% of participants who report was able to identify their past destructive behaviors While in this program I was able to identify my past destructive behavior
Tools for self-sufficiency	% of participants who report they were able to gain tools required for self-sufficiency While in this program I was able to gain tools necessary for me to become self-sufficient
Effective tactful communication	% of participants who report gaining effective communication skills While in this program I was able to gain more positive communication skills
Positive activities	% of participants who report they increased the amount of time spent on positive activities. While in this program I have increased the amount of time I spend on my hobbies, sports, exercise routine or nurturing activities.
Attitudes	
Compassion and patience towards myself and others	% of participants who report they have gained compassion and patience towards myself and others While in this program I have gained more compassion and patience towards myself and others
Desire productivity and self-sufficiency	% of participants who report they gained a stronger desire to become more productive and self-sufficient

Performance Measure	Definition (examples)
	While in this program I gained a stronger desire to become more productive and self-sufficient
Value a Positive Lifestyle	% of participants who report they value a positive lifestyle While in this program I gained a stronger value for a positive lifestyle
Skills	
Communication skills	% of participants who report gaining more effective communication skills as a result of the program While in this program I learned skills that help me communicate more effectively (e.g. <i>Assertive statements, I feel statements etc.</i>)
Positive relationship skills	% of participants who report gaining positive relationship skills While in this program I learned to respect other opinions and beliefs
Self-sufficiency skills	% of participants who report gaining self-sufficiency skills While in this program I learned skills that will enable me to become self-sufficient
Positive decisions making skills	% of participants who report gaining positive decision making skills <i>While in this program I learned skills to help me make more positive decisions</i>
Goal Setting	% of participants who report they have learned skills that enable them to set and attain their goals while participating in this program. While in this program I have learned skills to help me set and accomplish my goals
Behavior	
Participates in positive healthy recreational activities	% of participants who report they increased the amount of time spent on positive activities. While in this program I have increased my interest in the amount of time I spend on my hobbies, sports, exercise routine or nurturing activities.
Seeks healthy relationships	% of participants who report they sought out healthy relationships While in this program I learned the value of seeking healthy relationships
Contributes to the community	% of participants who report they contribute to the community in a positive or productive manner While in this program I gained a desire to contribute more to the community in a positive or productive manner (e.g. positive role model, volunteer or work in the community)
Relationships	
Staff-client relationships	% of participants who report a supportive staff in the program While in this program I felt supported by the staff in this program
Peer relationships	% participants who report positive peer relationships While in this program I made friends that will help me make positive choices in the future
Rebuild and repair strained relationships	% of participant who report they have rebuilt or repaired strained relationships While in this program I was able to rebuild or repair strained relationships

FARREN BLOCK

C/O WIN'S BRIDGE II SUCCESS
2980 HO'OLAKO STREET
LIHUE, HI 96766

JANUARY 26, 2011

TO WHOM IT MAY CONCERN,

MY NAME IS FARREN BLOCK AND I AM A 56 YEAR OLD, CHRONIC ALCOHOLIC IN CONSTANT RECOVERY. THIS IS MY LETTER OF SUPPORT FOR THE WOMEN IN NEED BRIDGE II SUCCESS TRANSITIONAL HOME ON KAUAI IN WHICH I RESIDE.

I LITERALLY STUMBLED INTO WIN'S BTS TRANSITIONAL HOME ON MARCH 9, 2010, BECAUSE I WAS INEBRIATED, I WAS ASKED TO LEAVE UNTIL I COULD RETURN IN A SOBER STATE. I RETURNED THE VERY NEXT DAY VIA MY LONG TIME FRIEND AND THERAPIST. THE HOUSE MANAGER WAS NICE ENOUGH TO LET ME LEAVE MY ONLY EARTHLY BELONGINGS THE DAY BEFORE. SHE GREETED ME WITH A SMILE AND ASKED IF I WAS FEELING BETTER, I ANSWERED NO, BUT THAT I WAS SOBER NOW. I LOOK BACK AND NOW UNDERSTAND THAT WAS MY VERY "LAST HOORAH."

TODAY, THANKS TO WIN, A VERY POSITIVE SUPPORT GROUP, 12 STEP RECOVERY AND TREATMENT, I NOW HAVE 10 MONTHS AND 14 DAYS CLEAN AND SOBER, BY ANY MEANS, THE LONGEST PERIOD IN 35 YEARS OF ALCOHOLISM. I JOINED THE ARMY AT 19 AND AT AGE 21 WAS A FULL BLOWN ALCOHOLIC. BECAUSE I WAS A FUNCTIONAL ALCOHOLIC I LIVED IN DENIAL FOR MANY, MANY YEARS. WHEN I CAME TO WIN I WAS AT MY MOST VULNERABLE AND DESPERATE STAGE EVER. I NEEDED HELP AND I RECEIVED MUCH MORE THAN THAT, I RECEIVED THE GIFT OF LIVING AGAIN. WIN HELPED ME TO GET INTO TREATMENT, WHICH I EVENTUALLY RECEIVED MY CLINICAL DISCHARGE FROM, HELPED TO RECEIVE MY VETERAN'S BENEFITS THAT I SHOULD'VE RECEIVED YEARS BEFORE, REFERRED ME TO AN EXCELLENT THERAPIST, I STOPPED SMOKING CIGARETTES, I NOW RECEIVE SOCIAL SECURITY BENEFITS FOR MY DISABILITIES AND MOST OF ALL- I HAVE A SOBER NETWORK OF WOMEN THAT HAVE BECOME MY FRIENDS AND SISTERS, AND A COMPASSIONATE, STRAIGHT UP STAFF THAT HAS GUIDED ME THROUGH THE TOUGHEST FIGHT OF MY LIFE. I WILL BE FOREVER GRATEFUL TO WIN FOR THE IMMEDIATE CALL OF ACTION REGARDING MY EMERGENCY HOUSING, INTENSE CASE MANAGEMENT THAT HAS GIVEN ME THE STRUCTURE AND ABILITY TO OVERCOME MY ADDICTION, UNDERSTANDING, COMPASSION AND LOVE FROM STAFF, AND THE

FARREN BLOCK

C/O WIN'S BRIDGE II SUCCESS
2980 HO'OLAKO STREET
LIHUE, HI 96766

OPPORTUNITY, BECAUSE I HAD BURNT EVERY OTHER BRIDGE IN MY LIFE
ACCEPT FOR WOMEN IN NEED'S BRIDGE II SUCCESS.

SINCERELY,



FARREN BLOCK

BERNARD P. CARVALHO, JR.
Mayor



GARY K. HEU
Administrative Assistant

COUNTY OF KAUA'I
State of Hawai'i
Office of the Mayor, Anti-Drug Program
4444 Rice Street, Suite 150, Lihu'e, Hawai'i 96766
TEL (808) 241-4925 FAX (808) 241-6161

July 29, 2010

To Whom It May Concern:

As the County of Kauai Anti-Drug Coordinator, I would like to offer this letter of support for Women in Need (WIN) on Kauai.


WIN has been engaged with our Treatment and Community Integration Mayors Advisory Council for the last three years and have played an integral part in the crafting of our second Kauai Community Drug Response plan. They have shared the similar visions with many other entities, but they have gone above and beyond the call of duty to help with the women of our island and their keiki. Their program plays a key and very important role in building back families from incarceration and treatment with their successful clean and sober homes on Kauai.

WIN partners with many Kauai Agencies, including Kauai Drug Court, Adult Client Probation Services of the Fifth Circuit Court, Kauai Economic Opportunity, and Kauai Intake Service Center.

With limited substance abuse treatment and aftercare services available on our island, they have stepped up to take care of the essential need for Relapse Prevention and Case management. Recognizing that with additional funding they can provide a much needed program and sustainability plan for women in recovery.

We sincerely hope you will consider funding Women In Need for this much needed service that will ensure that the people of Kauai can rebuild their lives and hope for a better quality of life.

With Warmest Aloha


Theresa C. Koki
Anti-Drug Coordinator

Cresanto Tangonan
2893 Hoolako Street
Lihue, Hawaii 96766
Tel (808)639-6709

September 1, 2010

To Whom It May Concern,

My letter of support for Women In Need comes in the highest regard. I am personally involved in the work that WIN continues to provide. Not only am I the acting landlord for this property, I am a neighbor, and a volunteer for the Alumni of Kauai Drug Court. We have also extended the lease for WIN. I have seen firsthand how this program has opened doors to recovering addicts and their families. They have shown exemplary efforts and programs in aiding our community.

The women and families of WIN's Bridge II Success Transitional House has taken great pride in the upkeep of the dwelling as well as the yard. Our neighbors have all commented positively about the care of the property by our new tenants. WIN had also taken the time to speak to the neighbors and made them aware of the program and how to get in touch with WIN's Director on Kauai should there be any concerns. I am truly proud to be involved with an agency that shares the same concerns in not just my community but my own back yard.

Please feel free to call me regarding this matter.

Sincerely,

A large black rectangular redaction box covers the signature area of the letter.

Cresanto Tangonan

Hope, Help and Healing Kaua'i

P.O. Box 662227, Lihue, HI 96766
Phone (808) 245-3740
office@hhhk.org
www.hhhk.org

September 2, 2010

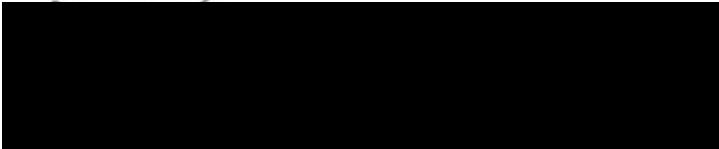
To Whom This May Concern,

This letter is in reference to Women In Need (WIN) whom I understand are applying for a grant and are in need of references.

WIN is a very strong advocate of women and men in desperate need. They are very responsible and reliable and have a sincere motivation to help people in the community. HHHK shared an office space with WIN and we have seen, first hand, the clientele and the severity of their addictions or violence in their lives.

WIN is consistent in their classes, being available for their clients, they respond quickly to emergencies and/or questions and they are very community minded. Services are very scarce on Kauai and WIN also provides much needed transitional housing as well.

HHHK is proud to be working so closely with such a great program like WIN and gives a very positive letter of reference in support of any endeavors they seek.



Sincerely,
Malia Tokioka, CSAC
Executive Director
Hope Help and Healing Kauai

Hope, Help and Healing Kauai is a section 501(c) (3) tax exempt non-profit organization.

*Maria Prem
4020 Kapena Street
Lihue, HI 96766*

September 10, 2010

Re: Women In Need

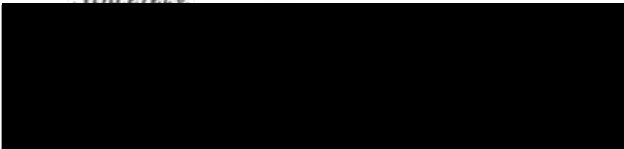
To All Parties Concerned,

This is a letter of support regarding Women In Need. Women In Need has done an outstanding achievement in our neighborhood, and displayed what we as a community can do to alleviate the epidemic and wide spread use of drugs and criminal acts that involves drugs.

I have noticed recently in the newspaper that there are communities that have been taken a back and appalled by having such transitional homes in their neighborhoods, but Women In Need has found a happy existence in ours. They show a true light of motivation and were very responsible by having their House Manager introduce herself and informing the community about their existence and its outreach programs. A business card from their Director led us to believe that we could call on her for any matter regarding this home.

I am gratified to acknowledge The Women In Need agency and their distinguished endeavors to serve in our community and I will continue to show them support and donations.

Sincerely,



Maria Prem



Kahikolu 'Ohana Hale 'O Wai'anae

85-296 Ala Hema Street, Wai'anae, Hawai'i 96792

Ph. (808) 697-7300 Fax (808) 697-7340

February 10, 2010

To Whom It May Concern:

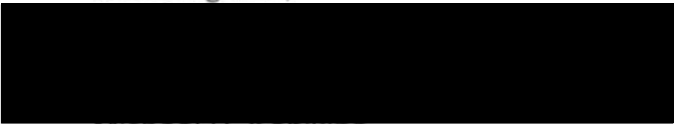
I am writing to express my support of Women In Need, a non-profit organization committed to ending domestic violence through education, and prevention and awareness programs. The organization is dedicated to the empowerment of women and their families to remain abuse and violence free in all aspects of their lives.

Women in Need's services include case management, crisis counseling, legal assistance and advocacy. They are an active collaborator and partner to our families here in the transitional shelter and to the community at large.

In conclusion, I fully support the efforts of Women in Need and the services that they offer to our victims, those at risk and their families.

Please feel free to call me at (808) 697-7300 or email me at mike.kahikina@kohow.org if I can be of further assistance. Thank you very much for your consideration of this matter.

Best Regards,


Michael P. Kahikina
Executive Director

February 15, 2010

To whom it may concern:

If it were not for the W.I.N. program, I would not have known that I was a Woman In Need. I have spent the last three years at the Women's Community Correctional Facility in Kailua, where I was told when to eat, when to sleep and when to use the bathroom. So you can see my life has been quite unmanageable.

I could not be released from prison without being able to reassure the warden of the prison, that my transition back into society would be to a place that was safe. A place that provided structure, and a loving environment by individuals who could not only guide with their experiences, but through their own personal experiences they could to guide me in the right direction.

I was released from prison and it only took one phone call before I was taken in by W.I.N. and given a place to live, even if it was the couch at first, I still felt blessed to just have been accepted by people who didn't even know me. It has been through W.I.N. that I have the information and resources that I need to be a better mother, sister, employee and person. I have truly been given the courage to change through the W.I.N. program.

I have been with W.I.N. since April 19, 2009 and not only have I been able to relearn how to trust and believe in myself, I have also been given a chance to be in healthy relationships that are required to be able to succeed in life.

Thank- You, Women In Need



February 11, 2010

Dear Mary and WIN program,

I want to thank you for everything you have done for me; I just don't know where to begin. I have so much to be thankful to you for. I think the most important thing was helping me realize that no matter how hard things get, I just got to keep trying and don't give up. In the two years that I have been with the WIN program I have accomplished so much and I don't think I could've done it without all of your support, encouragement, guidance, hope and belief. I was finally able to do what I always knew I could do, by believing in myself again. You helped me reunite with all of my children and bond with them again. I am back to being me again, and believe me I was lost for a long time. You also helped me with building my relationship with my mom again and meet wonderful, kind woman who I have become good friends with. Through your support I was able to clear all my legal issues, and send my kids to a great school. I also have almost three years of sobriety. I don't even smoke cigarettes anymore! You guys gave me the strength I needed by providing me a place to live with all my children and saving me the heartbreak of being without them. With your help I am more than halfway through of completing all my goals and making my dreams come true. I am a full-time student and an employee at Windward Community College tutoring other students and working in the Science Department as a Lab Aide and a participant of the Bridge To Hope Program. I have one more year left to complete my associates' degree at Windward Community College, to be accepted into the nursing or radiology program at KCC. I completed my first year with a 3.5 grade point average. I have received scholarships from Kaneohe Woman's Business Group, Charles Hemmingway Foundation, and the Trio center at Windward Community College. I