

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: DbA:

Hale Kipa, Inc.

Amount of State Funds Requested: \$ 374,545

Brief Description of Request (Please attach word document to back of page if extra space is needed):

To enhance victim safety and stability, Hale Kipa is requesting funds to sustain its Hale Lanipolua Assessment Center which provides trauma-informed emergency shelter, and a range of supportive services and skill building to minor girls and boys who are victims and survivors of commercial sexual exploitation or sex trafficking. Partnering with the Kailua Youth and Family Wellness Center (KYFWC), the Department of Human Services (DHS) and others, HK transformed a former girls jail into into a welcoming, safe, nurturing licensed 8-bed facility located in Kailua, Oahu.

Amount of Other Funds Available:

State: \$ -0-
Federal: \$ -0-
County: \$ -0-
Private/Other: \$ -0-

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 750,000

Unrestricted Assets:

\$ 12,714,000

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

91-2128 Old Fort Weaver Road

City: State: Zip:

Ewa Beach HI 96706

Contact Person for Matters Involving this Application

Name:
Jaque Kelley-Uyeoka

Title:
Deputy CEO/Acting CEO

Email:
jaq@halekipa.org

Phone:
808589-1829 x201

Federal Tax ID#:

[Redacted]

State Tax ID#

[Redacted]


Authorized Signature

Jaque Kelley-Uyeoka, Acting CEO
Name and Title

Jan. 18, 2022
Date Signed

**-1911 FEDERAL FINANCIAL ACCOUNTABILITY AND TRANSPARENCY ACT
DISCLOSURE FORM**

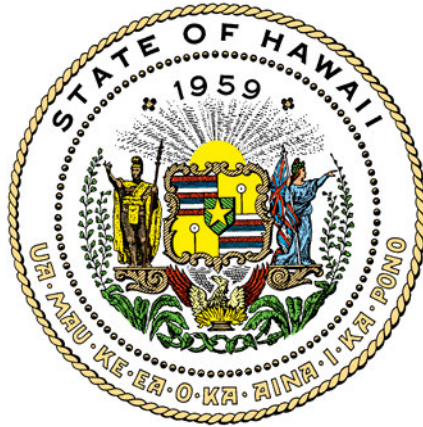
The Federal Financial Accountability and Transparency Act (FFATA) requires the reporting of the information requested below for Federal awards and subawards of \$25,000 or more. Information collected will be available to the public at USASpending.gov.

A COMPLETED AND SIGNED FORM IS REQUIRED FOR ALL CDBG, HOME, ESG, HOPWA AND HTF CONTRACTS.

THIS SECTION TO BE COMPLETED BY THE DEPARTMENT OF COMMUNITY SERVICES						
CFDA Program Number & Title		CFDA 14.231 Emergency Solutions Grants Program				
Federal Agency Name		U.S. Department of Housing and Urban Development				
Contract Number	CT-DCS-2200100	Award Amount	\$377,568.00	Execution Date	12/10/21	
SECTIONS BELOW TO BE COMPLETED BY THE NONPROFIT AGENCY						
PROJECT TITLE AND DESCRIPTION OF SERVICES TO BE PROVIDED		Agency Name: Hale Kipa, Inc. Project Title: Hale Lanipolua Assessment Center Description of Activities: Emergency shelter essential services and operating costs for approximately 20 unduplicated youth meeting the definition of homeless under 24 CFR 576.2, eligible under 24 CFR 576.102.				
1	Name	Hale Kipa, Inc.				
	DBA Name	Hale Kipa, Inc.				
	DUNS Number (Required - See bottom of form)	00-726-8337				
	CCR Number (if any)					
	Parent DUNS Number (if any)					
	DUNS Number +4 Extension (if any)					
	Business Address:	Street, City, State, Zip+4	91-2128 Old Fort Weaver Road, Ewa Beach, Hawaii 96706-1911			
		Congressional District	1			
Principal Place of Performance ¹ :	Street, City, State, Zip+4	42-470 Kalaniana'ole Highway, Kailua, Hawaii 96734-4302				
	Congressional District	2				
2	<p>In order to determine whether you are required to report executive compensation data, answer the following question(s)</p> <p>In your organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by the DUNS number, belongs) receive (1) 80% or more of your annual gross revenues in Federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenues from Federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? (YES/NO)</p>				No	
3	<p>Certification: I certify that to the best of my knowledge and belief that all of the information on this form is correct. I understand that failure to report information that is complete and accurate as required in a timely manner may result in actions taken against my award as provided for in the Subrecipient Agreement.</p>					
	By: 	808-589-1829		01/12/2022		
Typed Name and Title: Ernest Pletan-Cross, CEO		Phone Number		Date		

? **DUNS NUMBER** - All first-tier subawardees that are subject to FFATA reporting are required to have a valid Dun and Bradstreet Universal Numbering System (DUNS) number. A DUNS Number is provided at no charge for businesses required to register for Federal contracts or grants, and may be requested online at: <http://redgov.dnb.com/webform>. DUNS numbers requested online normally take 1-2 days to process; numbers requested by phone may be provided immediately. See website for more information.

¹ Write "Confidential" in this section if the project site cannot be disclosed (i.e. domestic violence shelter).



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

HALE KIPA, INC.

was incorporated under the laws of Hawaii on 01/26/1970 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 17, 2022

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) 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 is awarded;
 - b) Complies 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;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant 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.

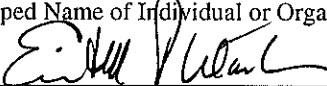
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.

- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant 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 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.

Hale Kipa, Inc.
(Typed Name of Individual or Organization)


(Signature)

01/14/2022
(Date)

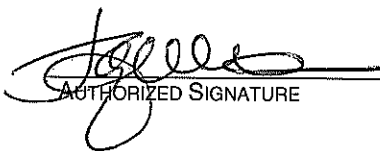
Ernest Pletan-Cross
(Typed Name)

CEO
(Title)

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

JAQUE KELLEY-UYEOKA, DEPUTY CEO
PRINT NAME AND TITLE

01/18/2022
DATE

Application for Grants

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

I. Certification – Please attach immediately after cover page

1. Certificate of Good Standing (If the Applicant is an Organization)

Please see attached Certificate of Vendor Compliance dated January 17, 2022.

2. Declaration Statement

Please see attached Declaration Statement of Applicants for Grants Pursuant to Chapter 42f, Hawai'i Revised Statutes dated January 11, 2022.

3. Public Purpose

Hale Kipa is confirming that these funds, if appropriated, will be used for the public purpose of providing emergency shelter and related support and skill building service, through Hale Lanipolua Assessment Center, for minor youth who are confirmed or highly suspected of being a victim or survivor of sex trafficking or commercial sexual exploitation.

II. Background and Summary

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

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

Hale Kipa was founded in 1970 by a group of concerned O`ahu citizens and community groups to operate a single group shelter for runaway, throwaway, and homeless adolescents in need. Today, after consistently responding to an array of community needs focusing on at-risk youth and their families, it now offers 18 programs statewide, serving over 1500 youth annually that includes independent and transitional living, street & community outreach, foster care, therapeutic services, mentoring programs, and other services for youth and young adults, ages 5-27, in child welfare, juvenile justice, and children's mental health services. The agency's mission is to provide opportunities and environments that strengthen and encourage youth, their families, and the community to actualize their potential and social responsibility.

With an annual operating budget of \$8M and 150 staff, the agency plays a vital role in Hawaii's social welfare safety net. Youth and families who work with Hale Kipa do not pay for services and the agency depends upon government and private sources to fund its operations. With an array of residential and non-residential services for at-risk youth that spans an entire continuum of need, Hale Kipa remains committed to a community-based framework of support. Since so many of the young people and families we serve are trauma victims either directly or vicariously, our team is trained in Trauma-Informed Care and Safety Care

approaches. We see the potential of all of those we serve, and we respect cultural backgrounds. Most importantly, we recognize our youth are neither their histories nor their behaviors and they are in fact bundles of potential.

The Board, CEO, and staff bring years of knowledge, experience, and expertise to this project and bear the responsibility of bringing it to fruition.

2. The goals and objectives related to the request;

The program goal is to enhance victim safety, stability, and success by offering an emergency shelter that fills a needed service while augmenting and enhancing the existing infrastructure and multisystemic collaborative initiatives for victim/survivor-centered support and services for young sex trafficking victims. The overall goals directly address the identified issues and follow a logical approach to support the victims of sex trafficking crimes which includes placement into a safe shelter, triage assessment, development of youth-driven safety and service plans, skill building, resource linkages, and locating more permanent housing. All focus on assisting the young person replace their victim status with a survivor status on their way to a thriver status.

- To provide immediate emergency shelter to youth, ages 12-17, who are confirmed or highly suspected of being a victim of sex trafficking.
- To increase access to appropriate resources by providing triage assessments and service plans to residents.
- To increase linkages for residents to additional support systems and resources.
- To have youth meet identified goals related to improving their safety and success.
- To assess youth's stability post discharge (tracking purpose only).

3. The public purpose and need to be served;

Children who are commercially sexually exploited and/or sex trafficked are a particularly vulnerable population as a result of the abuse and exploitation they have experienced. Now that child prostitution is decriminalized in Hawai'i, comprehensive policies and procedures are needed that will provide the intervention and pathway to healing that these youth need. There are hurdles to cross in moving from victimization to being a survivor, then becoming a thriver, all the while reducing the likelihood of re-victimization. Policies that recognize these children as victims and connect them to the resources that meet their specific needs has shown to contribute to future well-being. The Hale Lanipōlua Assessment Center (HLAC) program will be mindful of striking a balance between working through the past trauma they have endured and forward-looking engagement in mental, physical, and spiritual healing. This population has many needs which may include building trust, forming healthy relationships, learning how to feel control over their lives, feeling safe, and receiving physical and mental health treatment aid the transition into a stable home situation. It is hoped that attention to these activities will result in improved safety and reintegration back into the community and on track to meet educational, employment and wellness goals.

4. Describe the target population to be served;

Hale Lanipōlua Assessment Center (HLAC)'s target population includes youth ages 12 through 17 who are confirmed or highly suspected of being victims/survivors of commercial sexual exploitation and/or sex

trafficking. This program accepts males, females, and transgendered youth, but most residents are girls. It is expected that up to 20 unduplicated youth (with probable multiple placements) will be served during the year with an average of one to three youth served per day. Since its 2018 opening, HLAC has had 107 placements serving 48 unique youth victims suspected or confirmed of sex trafficking and in the last 12 months had 35 placements with 27 unduplicated youth.

5. Describe the geographic coverage.

While the Hale Lanipōlua Assessment Center is on the grounds of the Kawaioloa Youth and Family Wellness Center in Kailua, it has accepted youth from all over the islands though almost all have been from O’ahu.

III. Service Summary and Outcomes

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

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

The following is a list and a brief description of activities/services that will augment the provision of a safe, nurturing environment.

Non-discriminatory intake process	Includes phone screening that attempts to ensure there is a high risk or confirmed evidence of sex trafficking followed by an immediate admission. Staff will do mandated reporting.
Safety and Supervision	Staff on duty 24/7; additional staff may be added for support; youth assessed for flight risk; awake overnight staff do room checks every 20 minutes; security equipment; guests are vetted and approved; will follow youth if they walk off site; Safety Care training; promote positive, affirming atmosphere
Assessments	HLAC PC to identify strengths, needs, resources; Susannah Wesley Community Center (SWCC) do to sex trafficking assessment
Service Plans	Youth to lead service and safety planning that addresses their goals.
Youth Involvement	Encourage youth voice, self-advocacy, elicit feedback to improve program, individualized services
Family Involvement	Home visits, psychoeducational sessions, referrals
Case Management	Thoughtful coordination of internal and external services (often DHS worker, Probation Officer, Therapist, etc.); broker services; work on service plan goals; transitional planning
Supportive Counseling	Resolving past losses; learning effects of trauma bonding; enhance positive communication and problem-solving skills; relapse prevention plans. Use of motivational interviewing.
Groups/Curriculum	Use of Girls Circle, A21 Shine Hope, vision boards, journaling, Ho’ala Na Pua (HNP) groups
Life Skills	Develop life skill base (household management, social development,

	legal, community resources)
Education	Help youth remain connected to school and on track or opportunity to earn credit recovery.
Recreation	Use of Kawaihoa Youth and Family Wellness Center (KYFWC) or Kailua gym, Yoga and Jiu Jitsu and online dance group (on site)
Referrals to Resources	Wide range of services including SWCC assessments, HNP's Mentoring or Pearl Haven program, victim compensation, mental health, substance abuse, job preparation, etc.
Discharge Planning	Seek to have smooth transitions
Follow-Up	PC attempts to track all discharged youth and provide follow-up or aftercare at 1, 3, and 6 months.

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

All staff and program procedures are in place. All positions are occupied. We will continue business as usual. General ongoing operations follow: (Legend: DCEO: Deputy CEO; PC: Program Coordinator; YC: Youth Counselor)

Activity	Person Responsible	Timeline
A. Contract Activities		
Finalize GIA contract with State	DCEO	July 2022
Ensure HLAC P & Ps are updated to reflect any contract requirements.	DCEO	July 2022
B. Staff Recruitment & Hiring		
Currently have HLAC staff	NA	July 2022
If need to hire staff: Applicant is interviewed by PC and recommended for hire; D-CEO does final interview and HR offers job.	PC; HR; DCEO;	As needed
C. Staff Orientation and Training		
Train Staff: as needed; Staff may attend additional relevant trainings.	HR; PC	July 2022
On-going staff development: Complete staff development plan.		Ongoing
Staff Supervision: Group sup/1x month.	DCEO; PC	Weekly
Staff evaluations	DCEO; PC	6 mo./annually
D. Services to Youth and Family		
Receives referral	PC; YC	As needed
Admits youth to HLAC and ensures all consents are signed.	PC; YC	Upon referral
Develops Assessment	PC	5 days of admit
Co-develops Service Plan.	PC	14 days
Case Management/Add'l resources: On-going depending on need.	PC	As needed; ongoing
Develops Support Systems for youth and family.	PC	As needed; ongoing
Link to Resources: On-going depending on youth/family needs.	PC; YC	As needed; ongoing
Provide Advocacy Services: On-going depending on youth/family needs.	PC; YC	As needed; ongoing
Provides groups on relevant topics: Pregnancy Prevention, Life Skills.	PC: Community	Weekly
Contacts collaterals on a regular basis.	PC; YC	As needed; ongoing
Provides supervision during nights, weekends, teaches skills	PC; YC	24/7
Provides weekly documentation of all services.	PC; YC	Daily per shift
Incident Reports: Completes incident report if needed; contact PO.	PC; YC	As needed
Discharge: Prepares youth for discharge and develops plan.	PC	Upon discharge

E. Continuous Quality Improvement		
Record Reviews/MUMS: MUMs run monthly to ensure documentation.	PC; DCEO	Monthly
Internal quarterly reviews: Selected youth files are reviewed using QCR.	PC; DCEO	Quarterly
Incident Rpt reviews: As needed; pay attention if there are any trends.	PC; DCEO	As needed
F. Community Involvement		
Develops linkages: Further knowledge of and connections to resources.	PC	As needed
Presentations: Program presentations as needed/requested	PC	As needed

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

The Council of Accreditation evaluates a range of administrative (ethical, risk, fiscal) and program standards and Hale Kipa (HK) has consistently adhered to identified best practice standards. The following components highlight how HK audits, evaluates, and improves: a) process of service delivery and b) outcomes. It focuses on ensuring that internal procedures and contract agreement terms are followed, how data collection is done and how to use data to evaluate services and make course alterations as needed.

- Monthly Utilization Management (MUM): HLAC conducts MUM reviews to assure that documentation requirements and standards are being met.
- Quality Case Review: Service review assuring that client documentation is strength-based, outcomes are observable, measurable, and participant-specific and there is evidence of collateral services. This supplements weekly supervisory and team meetings when participant progress and barriers are addressed.
- Internal Program Development: Staff meet regularly to review and document the quality of program/service operations, structure, contractual/funding mandates, best practices, policies, procedures, learning opportunities, client trend analysis, and other topics. The Deputy CEO monitors adherence to the contracts and agency procedures in weekly supervision with the Program Coordinator who does the same with the staff. Quarterly consumer satisfaction and Health, Engagement and Wellness (HEW) surveys are also reviewed and used for program improvements.
- Continuous Quality Improvement Advisory Groups: Staff and BOD Groups meet monthly to quarterly to review Hale Kipa’s CQIP goals, outcomes, and activities.

Additional QA/QI Activities Related to Program Implementation and Evaluation:

- Internal compliance to COA and licensing policies; includes strict confidentiality and incident report procedures.
- Timely documentation and approval process.
- Data collection tools (excel sheet, EHR) that ensure HLAC collects required data. HK has been able to provide numbers and back-up for outputs and outcomes statistics. Measures look at engagement, wellness, progress.
- Quarterly progress reports allow the program to track milestones to determine its positive effect and quarterly reflection enables staff to make program adjustments if progress is stalled or when faced with unanticipated barriers. The following outcomes will be tracked using EHR and tracking sheets completed by staff: Documenting all requests for shelter, quick admission of all eligible youth into shelter and providing each of them with assessments and development of safety and

service plans. Each resident will be linked to additional support services, assisted with meeting their goals and finding more permanent housing; follow up calls to assess status of youth post-discharge.

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

Goal 1: To provide immediate emergency shelter to youth, ages 12-17, who are confirmed or highly suspected of being a victim of sex trafficking.			
Objectives	Activities	Outputs	Outcomes
Ensure workers, community is aware of HLAC Staff 24/7 to be able to admit youth	<ul style="list-style-type: none"> • Staff will have phone on them and be prepared to respond to calls. • Staff logs all calls and disposition of calls (25) 	<ul style="list-style-type: none"> • # of calls answered and documented • # of placements 	100% of the eligible youth referred to program will be admitted into a nurturing shelter in a timely manner
Goal 2: To increase access to appropriate resources by providing triage assessments to residents.			
Objectives	Activities	Outputs	Outcomes
PC to provide 15 assessments that will result in individualized service plans for 14 youth.	<ul style="list-style-type: none"> • Admit youth for shelter. (15) • Complete HK assessment. (15) • Obtain any CSEC assessments done by SWCC. • Develop service plans based on completed assessment(s). (14) • Complete safety plans. (14) • Run reports to capture data 	<ul style="list-style-type: none"> • # of admissions • # of assessments • # of service plans • # of safety plans • Run reports to capture data 	<ul style="list-style-type: none"> • 100% of youth will have an assessment • 90% of youth will have safety plan to help them remain safe at shelter and when they leave. • 90% of youth will have service plans
Goal 3: To increase linkages for residents to additional support systems and resources.			
Objectives	Activities	Outputs	Outcomes
Residents will be linked to key supports and resources to meet their needs.	<ul style="list-style-type: none"> • PC to provide service planning case management sessions to obtain needs (min. of 1x week) • Staff to identify needs and community resources • PC to make 	# of assessments # of service plans # of case management sessions # of community resources referrals DAP notes for sessions and linkages	80% of residents will be linked to at least one new support system or resource

	referrals/linkages • Staff will DAP for each youth re: sessions, linkages and note at discharge new support systems.		
Goal 4: To have youth meet identified goals related to improving their safety and success.			
Objectives	Activities	Outputs	Outcomes
To have youth identify goals, participate in plans of action, and achieve some success.	<ul style="list-style-type: none"> • PC to help youth identify goals and develop plans to reach them. (15) • PC to encourage youth voice and participation • Provide HEW surveys (15) • Link all youth to needed resources to meet goals (30) 	# of HEW surveys # of goals reached in updated service plans. Track # of youth who attend school, find housing, return to family, increase connections or acknowledge increased feelings of hope, engagement, and well-being.	75% of residents will demonstrate/cite sense of safety and achievement in at least one aspect of their lives.
• Goal 5: To assess youth's stability post discharge (tracking purpose only)			
Objectives	Activities	Outputs	Outcomes
Youth will be contacted post-discharge to assess how they are doing and offer additional services as needed.	<ul style="list-style-type: none"> • CM to make 1-, 3-, and 6-month calls post discharge to assess living arrangements. (20) • CM to complete follow-up and report findings (15) 	# of calls made # of responses to follow up questions	75% of the youth able to be located will have safe housing.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds (Link)
 - b. Personnel salaries and wages (Link)
 - c. Equipment and motor vehicles (Link)
 - d. Capital project details (Link)
 - e. Government contracts, grants, and grants in aid (Link)

See attached for budget information.

The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$93,636	\$93,636	\$93,636	\$93,636	\$374,545

2. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

The following is a list that is company wide but some may be tapped for the HLAC program.

- OYS (ILP)
- Pa'ina fundraiser
- Private foundations including McInerney Foundation (\$100,000), Bank of Hawaii Foundation (\$50,000), Atherton Family Foundation (\$75,000), Cooke Foundation (\$50,000), Abigail Campbell Foundation (\$25,000), Harold K.L. Castle Foundation (\$35,000).
- Voluntary donations – All donations are welcomed and are used to support program operations
- AUW and Combined Federal Campaign for program operations

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

Not applicable. Hale Kipa is a 501(c)(3) not-for-profit organization, and as such, has not been granted any state and/or federal tax credits.

4. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2023 for program funding.

Please see Budget item 1e for listing

5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

The balance of unrestricted current assets as of December 31, 2021 (unaudited) is \$12,714,000

V. Experience and Capability

1. Necessary Skills and Experience

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

Hale Kipa began as an emergency shelter for runaway, abused and neglected girls and women and has over 50 years of providing a range of outreach, prevention, and residential programs for Hawaii's youth -- particularly youth victims of child abuse including youth who have been trafficked. Because of its service experience, resource array, and history of working successfully with State agency personnel, Hale Kipa

continues to be uniquely qualified to implement specialized services to effectively meet the diverse needs of the youth and families. Some of the guiding principles, framework, skills and HLAC activities employed to serve victims of child abuse and CSEC include:

1. Focus on safety for the resident: 24/7 accessibility and security.
2. Strengths-based/victim-centered/empowerment approach with youth, families, and collaterals: encourage youth voice, self-determination.
3. Trauma-informed care approach supported by staff training and use of GEMS model: prevent revictimization, provide skills
4. Commitment and capacity to address physical, emotional, social, and educational needs: holistic, partner approach
5. Responsive, flexible, and creative approaches to meet youth needs: individualized
6. Youth and family actively involved in identifying goals: youth drive goals.
7. Demonstrated capacity to engage youth, families, and natural supports: excellent engagement by PC and staff.
8. Screening and comprehensive strength-based assessments: ensure right services
9. Intensive case management, collateral contact, and coordination.
10. Life Skills: independent living preparation such as household management
11. Groups: Girls Circle, A21 Shine Hope, Dance, Yoga, and other curricula.
12. Community-based, collaborative approach to coordinate community resources.
13. Training in the complex dynamics of child sex trafficking and victim needs
14. Range of internal programs depending on youth's needs for out-of-home placement or support to return home, use of warm transfers.
15. Licensed as Child Caring Institution (CCI) and Child Placing Organization (CPO).

List of Verifiable Experience/Funding

7/1/2021-6/30/22	Emergency Shelter Grant, CT-DCS-2200100, City and County of Honolulu, Dept. of Community Services, 925 Dillingham Blvd, Ste 200 Honolulu, HI 96817
7/1/2020-6/30/2021	Hale Lanipolua Assessment Center for Minor Victims of Sex Trafficking; Project No.18-V2-13, CP: Bow Mun Chin, bowmun.chin@hawaii.gov ; 808-586-1154 Dept. of Attorney General, 235 S. Beretania St, Suite 401, Honolulu, HI 96813
7/1/2019 - 6/30/2020	Commercial Sexual Exploitation/Trafficking Assessment Center/Shelter: Project No. 17-VA-12; CP: Rima Ah Toong; rima.ahtoong@hawaii.gov ; 586.1154; Dept. of Attorney General, 235 S. Beretania St, Suite 401, Honolulu, HI 96813
7/1/2018-6/30/2019	Commercial Sexual Exploitation/Trafficking Assessment Center/Shelter: VOCA Project No. 16-VA-15; CP: Randi Barretto, 8080586-0888, randi.u.barretto@hawaii.gov ; Dept. of Attorney General, 235 S. Beretania St, Suite 401, Honolulu, HI 96813
7/1/2017-6/30/2018	Commercial Sexual Exploitation/Trafficking Assessment Center/Shelter: VOCA Project No.15-VA-19; CP: Randi Barretto, 808-586-0888, randi.u.barretto@hawaii.gov ; Dept. of Attorney General, 235 S. Beretania St, Suite 401, Honolulu, HI 96813

2. Facilities

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

Partnering with the Kawaioloa Youth and Family Wellness Center (KYFWC) who provides in-kind funding, the Department of Human Services (DHS) and others, Hale Kipa serves youth in an established ADA-compliant, CCI (Child Care Institution)-licensed 8-bed facility located on the grounds of the KYFWC in Kailua, O`ahu. The former jail for girls has been transformed into a warm, uplifting, cozy home environment incorporating trauma-informed guiding principles to make residents feel welcome and safe. The home allows residents to have their own rooms, has an outdoor recreation courtyard, kitchen, dining room, and meditation and recreation rooms. Staff and a security company provides security, and the house has a 24-hour security alarm system. Hale Kipa leases a van for transportation.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

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

Hale Kipa utilizes a “shift” staffing pattern with appropriate oversight (1 staff on overnight and 1-2 staff on during afternoon/evening and weekdays). This is a needed, flexible ratio as even two residents, due to their behaviors and needs, may require two staff. Relief Youth Counselor, PC and Deputy CEO are back-up for staff absences or additional needs. The PC oversees daily activities and supervises staff; the Deputy CEO provides administrative and supervisory direction. Additional support is provided by an Administrative Assistant, Human Resources, Quality Improvement, IT/IS, Training, and Fiscal Departments.

Name, Position, FTE	Role/Responsibilities	Client/Staff Ratio
Deputy CEO Jaque Kelley-Uyeoka, M.S.W.	Oversees contract requirements. Submits program reports. Provide emergency response, relief coverage	N/A
Program Coordinator/ Case Manager (1.0) Karin Effland, MSW	Coordinates referrals, intakes, discharges, program and case management, supportive counseling, develops collaborations, staff supervision, reports. Relief.	1:1-8
Youth Counselors; (4 @ 1.0 each) Kalei Bess, Kim Phan, Daijah Escobar Tearose losia, Samantha Wilkinson	Responds to community calls 24/7; admits youth and does brief intake; secures consents. Supervises youth within sight and auditory range and 1-1 therapeutic interactions; sets positive environment; recreational & social activities, daily household activities, crisis management, documentation, data collection	1:1-4 (ON) 2: 2-8 (Day)
Relief Youth Counselors (.38 fte) Alice Dos, Shayla Nichols	Provides relief for YCs on PTO, when residents require more supervision or when census is high.	1:2-4

2. Staff Qualifications

Staff core competencies include: understanding/practice of youth development/trauma-informed care/sex trafficking dynamics; capacity to quickly engage youth and build trusting relationships; ability to be

patient/empathic/non-judgmental; cultural humility; effective interpersonal skills; and capacity to improve performance and implement self-care. HK ensures all personnel management requirements are documented including employment references, TB, First Aid, CPR, educational verification, state, and federal criminal history.

STAFF/ POSITION	MINIMUM QUALIFICATIONS	STAFF QUALIFICATIONS, EXPERIENCE
Deputy CEO Jaque Kelley-Uyeoka, MSW	Master's in Human Services; youth exp; 10+ management	42 yrs. at HK; social worker, developed and oversee programs, staff supervision
PC/CM: Karin Effland, M.S.W.	Masters preferred in Human Services; experience with youth.	TVAP Case Manager (HK 2017-21), Program Director, Pearl Haven (2021), 6 previous years providing youth/family services and running residence for CSEC girls
Youth Counselors	H.S. Diploma or GED: 2 years college preferred; knowledge of youth development and related experience in youth services	All have minimum of High school degree, some college and experience with youth

A. Project Organization

1. Supervision

Individual: Full-time employees meet weekly with their supervisor.

- i) The Deputy CEO meets with the PC to discuss services, staff performance, program management.
- ii) The PC has weekly individual sessions with YCs to discuss consistency with the trauma-informed care approach, youth updates, strategies to best respond to youth, job performance.

Group: The team meets bi-weekly; there is daily changeover between shifts.

2. Training is implemented in phases; staff are required to do a significant amount of CSEC on-line training before starting position and staff attend community trainings. The training set aside will allow staff to attend Safety Care training and relevant community workshops.

Training	Brief Description	Trainer	Anticipated Hours/Comp.
Orientation	Mission, HIPAA, QI, Civil Rights, Language Access, Handbook	HR Department QI Director	15 hours; 1 st day of hire; 1 st mo.
HLAC Training	Overview, P and P Services, Documentation, Resources	PC	4 hours; 1 st day of hire
CSEC Training	Overview of CSEC, Domestic Minor sex trafficking victims, Vulnerabilities & Risk, Responding to Disclosures	PC, Online trainings-NHTH, OJJDP, ASU Video CSEC training	20 hours; 30 days of hire
Civil Rights Awareness	Anti-discrimination practices	On-line 3-module Video/test	1 hour; 1st day of employment
Blood Borne Pathogens	Health and Safety	On-line	30 minutes; 1 st day
CPR/First Aid	Emergency Training		4 hours; within 60 days of

			hire
Safety Care Training	Incident prevention, de-escalation, management	A Hale Kipa SC trained staff	8.25 hours; within 60 days of hire
Trauma-Informed Care	Protective factors, trauma responses, self-care	Ellen Wright, LMFT, Chief Program Officer	12 hours; 90 days of hire
LGBTQIA+ Services	Achieving Equity for Lesbian, Gay, Bisexual, and Transgender	Diversity of Sex, Sexual Orientation	[Video] (30 min.); 60 days of hire
Adolescent Suicide	Warning Risks, Suicide assessment, resources	Suicide Prevention (4 courses)	8 hours; within 90 days of hire
Supervisory Training	Professional development, Trauma Informed Supervision, Leveraging strengths, HR legal	Ellen Wright, LMFT	3 hours/monthly on ongoing basis

2. Organization Chart

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

2 attached Org Charts: Agency and HLAC

3. Compensation

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

CEO: \$160,000
 Deputy CEO: \$125,000
 CFO: \$110,000

VII. Other

1. Litigation

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

Hale Kipa is currently a named Defendant in Civil No. 3CCV-21-0000141. The Complaint alleges that Hale Kipa was negligent in failing to train 'Named Defendant, a licensed MHP to handle parental manipulation as 'Named Defendant, a licensed MHP acted as mental health therapist for children in custody disputes and Hale Kipa was negligent in failing to provide supervision or oversight to 'Named Defendant, a licensed MHP when 'Named Defendant, a licensed MHP was threatened by parents or psychologically abused by parents. This litigation is in the discovery phase. Hale Kipa denies alleged allegations.

2. Licensure or Accreditation

Hale Kipa has current, valid Child Placing Organization and Child Caring Institution licenses issued by the State of Hawaii as needed; this program does not need either of these licenses as the residents are young adults. In addition, Hale Kipa is accredited by the Council of Accreditation, a nonprofit Accreditor of Human Services and has been in good standing since our original accreditation in 1999.

3. Private Educational Institutions

Not applicable

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but
- (b) Not received by the applicant thereafter.

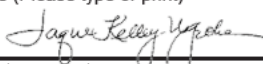
Hale Kipa has been providing quality, effective services to Hawaii's youth and young adults since the 1970s and has demonstrated the capacity to sustain services through difficult and challenging periods. The agency utilizes diversified funding from Federal, City, State and other agencies. By necessity, the agency consistently pursues funding from other sources; these supplemental funds are critical because government-funding sources, by themselves, are inadequate to cover the costs of operating emergency shelters. We have had to expand or shrink services depending on the availability of resources. There is a basic cost to operate a shelter even if only a single resident is being housed. Long ago, we made a commitment to the community to provide these unique services; as we have demonstrated in the past, we will utilize whatever sources and adjust current programs and services to ensure the continuation of these services.

No fees are assessed to program participants, so all program funding comes from grants, individual donations, congregational donation, private foundations, City & County of Honolulu and the State of Hawaii. Many of our hygiene supplies (deodorant, shampoo, etc.) are donated by community service organizations. We diversify our funding as much as possible to ensure financial longevity. Our fund development committee (comprised of board members and leadership) meets monthly to continue seeking out new avenues and funding opportunities. All board members assist annually with fundraising events, donate annually, and provide individual donor lists for our annual appeal letter. If the State GIA award is not awarded for subsequent years, we will proceed with the program while utilizing other funding streams and continue to seek out other diversified revenues. Like most nonprofits we continue to seek out new funding streams while also engaging our stakeholders in continuing to support our families.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Hale Kipa

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	214,765			
2. Payroll Taxes & Assessments	25,342			
3. Fringe Benefits	34,560			
TOTAL PERSONNEL COST	274,667			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	17,000			
3. Lease/Rental of Equipment	1,300			
4. Lease/Rental of Space	240			
5. Staff Training	1,000			
6. Supplies	7,000			
7. Telecommunication	1,600			
8. Contractual Services	19,228			
9. Food for Shelter	8,800			
10. Postage & Printing	1,300			
11. Vehicle Lease	5,160			
12. Gas & vehicle maintenance	2,000			
13. Repair & Maintenance	1,200			
14. Administrative Indirect @ 10%	34,050			
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	99,878			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	374,545			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	374,545	Gwen Okamoto 589-1829 x112		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
TOTAL BUDGET	374,545	Jaque Kelley-Uyeoka, Acting CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Applicant: Hale Kipa

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Coordinator	1	\$52,920.00	100.00%	\$ 52,920.00
Youth Counselor	1	\$32,240.00	100.00%	\$ 32,240.00
Youth Counselor	1	\$32,240.00	100.00%	\$ 32,240.00
Youth Counselor	1	\$32,240.00	100.00%	\$ 32,240.00
Youth Counselor	1	\$32,240.00	100.00%	\$ 32,240.00
Relief Youth Counselor	0.7	\$20,384.00	100.00%	\$ 20,384.00
Deputy CEO	1	\$125,000.00	10.00%	\$ 12,500.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				214,764.00
JUSTIFICATION/COMMENTS:				

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hale Kipa

Contracts Total: 18,111,594

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Residential Shelter Complex in Ewa Beach	6/1/19 - 5/31/20	DLIR - OCS	State	750,000
2	CAMHD - Intensive In Home	7/1/18 - 6/30/22	DOH	State	Fee for service
3	CAMHD - Therapeutic Family Homes	7/1/18 - 6/30/22	DOH	State	Fee for service
4	Emergency Shelter Program	12/28/19 - 6/30/23	Dept of Human Services	State	4,025,000
5	Community Based Residential Services for Youth - Independent Living Program	7/1/19-6/30/23	Office of Youth Services	State	340,000
6	Community Based Residential Services for Youth - Emergency Shelter	7/1/19-6/30/23	Office of Youth Services	State	216,000
7	Community Based Outreach Advocacy - Oahu	7/1/19-6/30/22	Office of Youth Services	State	435,000
8	Community Based Outreach Advocacy - Kauai	7/1/19-6/30/22	Office of Youth Services	State	120,000
9	Aftercare Monitoring Program	1/1/16-12/31/21	Office of Youth Services	State	2,180,000
10	Kauai School Success	7/1/18-6/30/22	Office of Youth Services	State	200,000
11	Outreach Services for Homeless Youth	1/1/19-12/31/22	Office of Youth Services	State	800,000
12	Transitional Living Program	7/1/20-6/30/22	Homeless Programs Office	State	324,280
13	Independent Living Program/Imua Kakou	7/1/19-6/30/22	Dept of Human Services	State	3,103,168
14	Independent Living Program/Trng Apts	7/1/19-6/30/23	The Judiciary	State	Fee for service
15	Emergency Shelter Program	7/1/19-6/30/23	The Judiciary	State	Fee for service
16	Emergency Shelter Program	7/1/20-7/30/21	City & County of Hon.	C&C of HON	62,941
17	Trafficking Assessment Shelter	7/1/18-6/30/21	Dept of Attorney Genera	U.S.	1,181,644
18	YO!	7/1/19-6/30/21	Dept of Attorney Genera	U.S.	200,000
19	WRAP	7/1/19-6/30/23	Office of Youth Services	State	1,200,000
20	Housing First, Increment IV Project	5/13/20-5/14/22	City & County of Hon.	C&C of HON	500,000
21	Intensive Monitoring Program - Oahu	1/1/20-6/30/22	Office of Youth Services	State	500,000
22	Intensive Monitoring Program - Kauai	10/1/16-3/31/21	Office of Youth Services	State	645,000
23	Intensive Monitoring Program - Hawaii	1/1/20-6/30/22	Office of Youth Services	State	500,000
24	Emergency Shelter - HLAC	7/1/21-6/30/22	City & County of Hon.	C&C of HON	377,568
25	Youth Homeless Demonstration Program	9/23/20-9/30/22	HUD	U.S.	390,993
26	Emergency Shelter for Youth	10/1/20-9/30/21	City & County of Hon.	C&C of HON	60,000
27					



HALE KIPA

Hale Kipa's mission is to provide opportunities and environments that strengthen and encourage youth, their families and communities to actualize their potential and social responsibility.

Board of Directors

Scott W.H. Seu (Chair), Michael Magaoy (Vice Chair), Susan Y. M. Utsugi (2nd Vice Chair), Greg J. Sitar (Treasurer), Luke W.T. Yeh (Secretary).
Members: Heidi A. Cregor, Chris Deuchar, Lanson Kupau, Richard J. Sakoda, Mabel "Jean" Odo (Kauai), Katie Bennett, Virginia Hinshaw, Judy Pyle, Zachary McNish, Jaime Green
Neighbor Island Board Liaisons: Zadoc W. Brown, Jr.

ADMINISTRATIVE SERVICES

Punky Pletan-Cross
Chief Executive Officer
+ 1 Administrative Assistant

PROGRAM SERVICES

Dori Tyau
Director of Human Resources
+ 2 HR Managers

Gwen Okamoto
CFO
+ 1 Sr. Accountant
+ 1 Accountant
+ 1 Payroll Administrator

Laura Brucia Hamm
Director of Quality Improvement and Development/Chief Privacy Officer
+ 1 Communications Manager

Arnaud Jolivet
John Cruz
IT Manager

Tracy Janowicz
Chief Administrative Officer

Ellen Wright
Clinical Supervisor and Chief Program Officer
+ 1 Administrative Assistant

Oahu

Jaque Kelley-Uyeoka
Deputy CEO
+ 1 Administrative Assistant

Dianne Bowen-Coleman
Program Director

Kauai, Hawaii, Maui

Hawaii Island
Intensive-In Home Program
Intensive Independent Living Skills Program
Transitional Family Home Program
Program Coordinator: Akoni Kanaele
Assistant Program Coordinator: Elvina Nartatez
Kauai
Intensive-In Home Program
Intensive Independent Living Skills Program
Program Coordinator: Nazo Shamal
Oahu
Intensive-In Home Program
Intensive Independent Living Skills Program
Transitional Family Home Program
Program Coordinator: Michelle Rocca
Clinical Supervisor: Reggie Ching

Emergency Shelter
Program Coordinator: Stacy Peiler
Hale Lanipōlua Assessment Center
Program Coordinator: Karin Effland
Independent Living Program Training Home (ILPTH)
Program Coordinator: Sugki Suguitan
Lydia's House
Program Liaison: Jaque Kelley-Uyeoka

Community-Based Outreach and Advocacy Program
Program Coordinator: Stacy Peiler
Guide on the Side
Program Coordinator: Alika Campbell
Aftercare Monitoring Program (HYCF In-Facility)
Program Coordinator: Sugki Suguitan
Housing First
Program Coordinator: Alika Campbell
Independent Living Program (Imua Kakou)
Program Coordinator: Valor Grimm
Ka'i Like Program
Program Coordinator: Sugki Suguitan
Trafficking Victim Assistance Program
Program Coordinator: Jaque Kelley-Uyeoka
Transitional Living Program (TLP)
Program Coordinator: Alika Campbell
Wraparound
Program Coordinator: Sugki Suguitan
Youth Outreach (YO!)
Program Coordinator: Alika Campbell

Hawaii Island
Aftercare Monitoring Program
Ka'i Like Program
Program Coordinator: Kamea Wong
Trafficking Victim Assistance Program
Program Coordinator: Jaque Kelley-Uyeoka
Maui/Molokai
Aftercare Monitoring Program
Program Coordinator: Kamea Wong
Kauai
Aftercare Monitoring Program
Community-based Outreach and Advocacy
School Success Program
Program Coordinator: Kamea Wong
Trafficking Victim Assistance Program
Program Coordinator: Jaque Kelley-Uyeoka

Hale Lanipōlua Assessment Center

Deputy CEO
Jaque Kelley-Uyeoka, M.S.W.
(.05)

Program Coordinator, M.S.W.
Karin Effland
(.50)

Overnight Youth Counselor
Kim Yen Phan, H.S.
(1.00)

Overnight Youth Counselor
Tearose Iosia, H.S.
(1.00)

Youth Counselor
Kalei Bess, H.S.
(1.00)

Day Youth Counselor
Daijah Escobar, M.S.W.
(1.00)

Youth Counselor
Samantha Wilkinson, B.A.
(1.00)

Relief Staff
Alice Dos, A.A.S.
Shaylah Nichols, B.S.