

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

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db a:
Women in Need (WIN)

Amount of State Funds Requested: \$ 100,000

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

WIN's DV Survivor Advocacy Program includes transitional housing, healthy relationship groups, substance abuse and mental health counseling, family counseling, case management, mentorship, and advocacy. WIN is requesting \$100,000 (or 22% of the overall program funding) to provide survivors of domestic violence with advocacy and support services for 25 families over one year on Kauai. The funding will support staff salaries & benefits, rental of space, and program supplies needed to run the DV Survivor Advocacy Program effectively and efficiently.

Amount of Other Funds Available:

State: \$ 95,000
Federal: \$ 0
County: \$ 322,164
Private/Other: \$ 13,404

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

\$ 1,921,463
Unrestricted Assets:
\$ 15,000

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:
PO Box 414
City: State: Zip:
Waimanalo HI 96795

Contact Person for Matters Involving this Application

Name: Mary Scott-Lau	Title: Executive Director
Email: winhi@hawaiiintel.net	Phone: (808) 258-5706

Federal Tax ID#: <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>	State Tax ID#: <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>
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Mary Scott-Lau

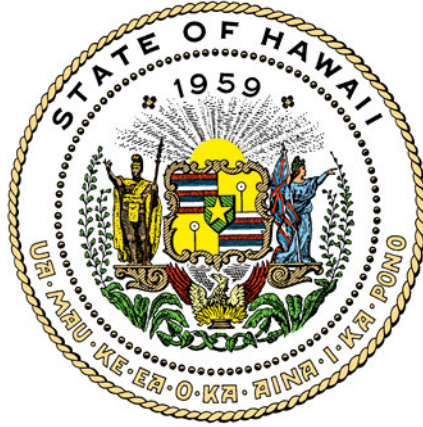
Authorized Signature

Mary Scott-Lau

Name and Title

1/14/2022

Date Signed



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

WOMEN IN NEED (WIN)

was incorporated under the laws of Hawaii on 01/22/1997 ; 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.

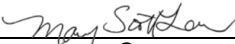
Dated: January 14, 2022

Director of Commerce and Consumer Affairs

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

Mary Scott-Lau, Executive Director
PRINT NAME AND TITLE

January 14, 2022
DATE

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**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

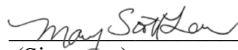
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

Women in Need
(Typed Name of Individual or Organization)


(Signature)

January 14, 2022
(Date)

Mary Scott-Lau, Executive Director
(Typed Name) (Title)



Application for Grants Certification

The grant will be used for Public Purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

Name of requesting Organization: Women in Need (WIN)

The Public Purpose for the grant: To provide families surviving from domestic violence with support services and advocacy so they can become self-sufficient and live in safe environments.

Services to be supported by the grant: Services to be supported include Case Management, Mentorship, Transitional Housing, Permanent Housing Options, Substance Abuse and Mental Health Treatment Services, Healthy Relationship Groups, Anger Management Groups, Crisis Management, and Advocacy.

Target Group: Adults and families, age 18 and older, who are surviving from domestic violence and need support to gain self-sustainability.

Cost of the grant: \$100,000

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)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2021.

WIN has attached the Certificate of Good Standing as of January 22, 2022.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#).

WIN attached a signed declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes as of January 14, 2022.

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

WIN attached a statement specifying that the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

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;

Women in Need (WIN) is a 501 (c) (3) human services organization whose mission is to serve Hawaii's community by assisting women and their families with transitional housing and other support services. WIN empowers families to lead healthy and full lives, providing a framework for women and children to live

safely while implementing programs to help them develop and maintain self-sufficiency.

WIN has been serving the community since 1996, when its founder and Executive Director Mary Scott-Lau began her mission of empowering women-at-risk to rise above their past and to start creating a better future for themselves and their families. Through Ms. Scott-Lau's leadership and her ability to empower both staff and individuals, WIN has grown into a multi-function organization that guides individuals on Oahu and Kauai to achieve personal development and self-sufficiency, sobriety, and attain financial stability through housing, support services, treatment, education and stable employment. WIN's organizational structure is equipped with features that ensure the successful delivery of services. These features include a well-credentialed, highly trained, diverse staff; ongoing training and supervision program; a strong quality assurance program to ensure accountability and program quality; an Advisory Board consisting of treatment specialists, community members and individuals that provide crucial input and feedback regarding WIN services.

WIN was founded in 1996 to fill the need for basic life skill instruction for women. For over 20 years, WIN has provided the Bridge to Success program that incorporates transitional housing and supportive services such as substance abuse treatment, healthy relationship groups, mentorship programs, childcare services, cultural services, anger management groups, family therapy, crisis management, domestic violence advocacy, and life skill development.

WIN is an active partner of the Kauai Community Alliance (KCA) and also co-chair for the committee of Homeless Awareness. KCA is the Kauai Chapter of Bridging the Gap, an alliance working to eliminate homelessness and increase affordable housing options in Hawaii. WIN participates at all meetings and in the Homeless Point-In-Time count yearly, a statewide count of homeless people, which includes collaboration from numerous agencies and organizations. Throughout the year, WIN participates in the many events in which The Kauai Community Alliance participates.

WIN has been a member of the Kauai Domestic Violence Prevention Task Force since 2009. The mission is "bringing safety and harmony to Kaua'i's families through community outreach and collaboration, offering empowering solutions and resources for prevention, education, intervention and treatment of domestic violence." This diverse group of community members representing various non-profit social service agencies, education, healthcare, law enforcement, the faith community, county and state government, DV survivors and more, meet monthly and collaborate on projects to raise awareness and empower members of the community to step up and help change attitudes, beliefs, and behaviors around family violence. WIN sits on its Public Relations and Media Sub-Committees.

2. The goals and objectives related to the request;

Our goal is to help survivors and their children thrive and become self-sufficient. We are dedicated to empowering underserved women and their families to stay free of violence and abuse in all aspects of their life. We have adopted the Social and Emotional Well-Being Promotion Framework. The Well-Being Framework aligns with WIN's goal of helping survivors and their children thrive and it recognizes the importance of community, social and societal context in influencing individual social and emotional well-being. The objectives of the program include the following:

- a. Increased survivors' immediate safety
- b. Increased the access to adequate resources
- c. Survivors' increased knowledge about domestic violence
- d. Survivors' increased awareness of resources and options
- e. Survivors' decreased isolation
- f. Increased survivors' emotional, physical and spiritual health
- g. Increased positive support for survivors
- h. Increased positive self-esteem and self confidence

WIN is committed to ending the cycle of domestic violence through advocacy, education, awareness and prevention programs. Since 1996, WIN has provided services to victims of domestic violence in the form of crisis intervention, classes, advocacy, transitional housing, case management, and resource referrals. WIN anticipates that they will be able to provide services to 25 new clients over one year in the Domestic Violence Survivor Advocacy Program with the requested \$100,000 in GIA funds.

3. The public purpose and need to be served;

WIN plans to use the grant for a public purpose, to support domestic violence survivors with needed services, pursuant to Section 42F-102, Hawaii Revised Statutes. According to the National Domestic Violence Hotline and the National Center for Victims of Crime - domestic violence is defined as a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

But it's not only the women experiencing the abuse that feel its impact: their children, friends, 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.

When a person leaves an abusive relationship, they often have 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 and homelessness, particularly among families with children. One study has found that 50% of homeless women and children were fleeing abuse.¹

The need of more effective support services for those surviving from domestic violence in Hawaii is shown through a snapshot from the National Census of Domestic Violence Program completed on September 14, 2016. Programs that provide domestic violence services across the state were surveyed and 10 of 18 identified programs in Hawaii participated in the collection of data. Within a 24-hour period, participating programs served 447 survivors. Of those survivors, 88 survivors found refuge in emergency shelters or transitional housing provided by local domestic violence programs, and 395 adults and children received non-residential assistance and services. Local data also paints a picture of the need of more support services for those surviving from domestic violence, in need of safe housing, employment/vocational support, and substance abuse treatment. According to the Hawaii Criminal Justice Data Center, between 2014 and 2017, there has been an 9% increase statewide in Abuse of Family or Household Member arrests, where Kauai increased by 10%. According to the State Uniform Crime Report (UCR) data, the percent of murders involving domestic abuse was 39% in 2017. Further the UCR data shows that there were 3,577 violent crimes reported statewide in 2017; 183 on Kauai.

Domestic Violence in our communities is an urgent problem requiring cultural advocacy and community-based strategies that encompass the ethnic and demographic diversity of this population. The urgency is compounded by several issues that particularly affect Kauai such as different cultural norms of Asians, Native Hawai'ian's and Pacific Islanders: high prevalence rates, unique dynamics and manifestations of abuse, isolating socio-cultural barriers, and the tenacity of traditional cultural and community attitudes.

In Kauai County, a growing number of people recognize the importance of addressing upstream issues. Largely driven by economic insecurity, social issues such as unemployment, education, alcoholism, and domestic violence all influence a community's health. The Kauai County Community Health Needs Assessment notes that in regards to domestic violence and sexual assault:

- It is difficult for people to leave unsafe situations in a rural island community
- Everyone knows everyone else in the small community, making it hard for sexual assault victims to remain anonymous and avoid their

¹ Published by the National Coalition for the Homeless, August 2007

- attackers afterwards
- It is a challenge to find safe long-term affordable housing
- Many survivors of DV also experience mental health and substance abuse issues that need to be addressed co-currently

The community, cultures, geography and dynamics in Hawaii are unique. This also presents unique challenges; families and communities are well connected, seeking safety when escaping a domestic violence relationship can be difficult. The survivor escaping a relationship can move, but inadvertently end up in a neighborhood near the abuser's co-worker, cousin, friend, etc.

Unlike the mainland US, where you can literally drive for several hours and be in another county or even state, there is a finite limit to distance a victim can move away, always still on an island. The cycle of domestic violence and substance abuse can run within generations in a family, which can further keep a victim in that cycle due to normalization of their experience, not knowing anything different, family pressure to stay in the community or family, and keeping children with both parents. Isolation due to poverty, life circumstances and domestic violence is common. Services at times need to be brought into those communities.

WIN understands the unique challenges when it comes to addressing domestic violence in Hawaii. The program provides culturally appropriate services to women and children who are victims/survivors of all forms of violence. In order to stop the cycle of violence, WIN empowers survivors to overcome the devastation of abusive relationship by eliminating and preventing the conditions that perpetuate violence against women and children.

4. Describe the target population to be served; and

The target population has been identified as adults (age 18 and older) and their families escaping from domestic violence, dating violence, sexual assault, stalking, and prior victimization on Kauai. WIN serves clients of diverse cultural backgrounds and mixed social status. Survivors often experience homelessness, substance abuse, involvement in the criminal justice system, and mental health challenges in addition to the domestic violence.

5. Describe the geographic coverage.

The program will service Kauai County.

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;

WIN will provide specific resources and services that address the safety, economic, housing, and workplace needs of victims of sexual assault, domestic violence, dating violence, or stalking, including emergency assistance. Our Domestic Violence Survivor Advocacy Program will provide services to approximately 25 women over the course of this project.

Our program uses a wide range of activities designed to dynamically impact the intrapersonal, interpersonal and social predictors of well-being for both survivors and their children. Specifically, they work to (1) increase women's and children's sense of self-efficacy as well as their hope for the future, and (2) directly increase their access to community resources, opportunities, and supports (including social support). These improvements create a positive impact in survivors' lives, resulting in more constructive social and emotional well-being over time.

A key objective of the programs is to increase adult and child survivors' knowledge about a variety of topics important to their long-term well-being. Across all programs and different types of contact, staff inform survivors about their rights, options, and the community resources they have available to them. They also raise survivors' consciousness about the dynamics of domestic violence and other forms of violence they may have experienced (e.g., child abuse, sexual assault, community violence). They offer information about how the children might be responding to the violence, and help survivors think through their next steps. In short, they provide any and all information survivors might need to understand their experiences within the larger sociopolitical context, to make the best decisions for themselves, and to heal emotionally from the abuse.

A basic tenet of every domestic violence victim service program is to engage in safety planning with survivors and their children. WIN recognize that a safety plan must be flexible and individualized to each survivor's experience and context. While it is understood that these efforts may or may not be successful, given the individual circumstances surrounding each incident of abuse and that the perpetrator is ultimately responsible for his decision to be violent or not, a variety of strategies are discussed to help survivors decide for themselves what might reduce future risk of abuse. These strategies generally center on having plans for immediate escape should violence occur (e.g., having a predetermined location to flee to, having clothing and important documents assembled and hidden), but conversations also include risk reduction strategies (e.g., obtaining a restraining order, changing locks,

changing phone numbers). WIN helps survivors think through both batterer-generated risks (e.g., the abuser's prior behaviors, threats, access to them and the children) as well as life-generated safety risks (e.g., neighborhood safety, access to help from various systems, level of supportive networks) and, together, staff and survivors generate plans for addressing each. Staff also engage in age-appropriate safety planning with the children, to help reduce their risk of future harm and to help them determine appropriate exit strategies if needed.

Having the skills to put knowledge into practice is crucial to enhancing self-efficacy. Program staff use a variety of strategies, including instruction, modeling, and role playing, to help survivors and their children enhance the skills they self-identify as needing. These skills will differ across individuals but for adults might include resume writing, how to prepare for and conduct themselves in court, parenting skills, repairing the mother-child bond that may have been intentionally weakened by the abuser, and developing more positive coping skills (e.g., handling flashbacks).

Advocacy support will be provided through which the staff member shares power with the survivor, and is a facilitator, not a director, of services. The advocate works with the survivor to facilitate access to knowledge, skills, supports and resources. Direct outcomes of these program activities can be documented at intrapersonal, interpersonal and social levels. Intrapersonal changes include both cognitive (e.g., increased knowledge and skills) and emotional (e.g., feeling more hopeful) improvement. Interpersonal changes would include such things as increased safety and social support, while social-level changes might include increased access to community resources. Attachment I illustrates the Theory of Change underlying our program design and service components are expected to impact the factors that influence well-being.

Support Groups will be provided through individual counseling, support groups, crisis intervention or casual conversations, WIN staff helps survivors and their children understand that they are not alone in their experience and are not responsible for their victimization. We also help them understand common responses to trauma (e.g., trouble concentrating, sleep problems, being easily startled) and provide them with the knowledge, skills and time they need to heal. Every person responds to trauma differently, so staff help each survivor identify the impact that the abuse has had on them, and how to identify and cope with events that may 'trigger' the same physiological or emotional reactions they experienced when being abused. Processing the abuse also involves helping women and their children recognize that they are not alone nor responsible for their victimization.

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

WIN has already implemented this program and therefore will be able to provide services upon contracting. WIN anticipates the increase to capacity by 25 clients. The following is a schedule of the services that will be provided to each participant:

- Day 1-3: Participant is referred/self-referred to WIN. They are screened and an intake packet is completed or they are referred to services that WIN cannot provide.
- Week 1: Client meets with advocate for treatment planning and crisis management plans. Plans are reviewed on a weekly basis with their Case Manager and updated as needed.
- Week 2: Participant meets with their case manager to discuss program services, referral sources, and community resources that best meet their needs. Case management services are provided for one hour each week.
- Week 3 until discharge: Advocacy and Case Management services (one hour each week) continue and include support services such as: transitional housing, substance abuse treatment (group 3 times a week for 3 months and one hour individuals once a week), anger management (1 hour class a week), healthy relationships (45 minute class a week), DV awareness and education (twice a month for 2 hours), family therapy (as needed basis), mental health support (as needed basis), and mentorship (one hour per week). WIN collaborates with community agencies consistently to best support the participant.

Follow-Up and Evaluation Services

Staff provides follow-ups at three, six, and 12 months to assure they are still safe and if there are additional needs. WIN provides participants with an evaluation of services every 6 months which include questions about the program effectiveness, efficiency, access to services and participant satisfaction.

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

The goal of WIN's quality assurance coordination is to ensure that participants receive the most effective and efficient services through the implementation of the Domestic Violence Survivors Advocacy Program. WIN continuously monitors their programs, identifying the strengths and deficiencies of services, and taking appropriate corrective actions. WIN's quality assurance plan serves has procedural guidelines for staff and describes responsibilities in monitoring services. Staff meet quarterly to review, evaluate, and implement improvements.

The board oversees the execution of the Quality Assurance Plan (QAP) and assigns responsibilities for monitoring key indicators of quality to various staff who present regular reports. The review identifies areas for improvement, which results in corrective action in those areas.

WIN's QAP and Continuous Improvement Process are designed to meet all requirements of quarterly and/or annual contract monitoring and to ensure compliance with all administrative and fiscal aspects of the contract. WIN provides documentation of all QAP activities and participant records for audits scheduled by oversight agencies. Evaluation in the form of surveys, feedback and closure forms are used in creating new programs and for application and compliance purposes required by funding agencies. All quarterly findings and information are reviewed by the Quality Assurance Committee and is conveyed to the Board of Directors and Executive Director.

In supporting its picture to improve the health and safety in our communities, WIN responds to the unique needs of domestic violence survivors and families by offering research and evidenced based treatment, counseling and education to promote pro-social behaviors and attitudes in a safe, respectful, and culturally sensitive community setting.

Record Review

The Executive Director and Clinical Director meet quarterly to review a random sample of 10% of active case files, utilizing established review criteria. Indicators reviewed include completeness of documentation, meeting of program standards, and presence-required documents. A report summarizing findings is generated, and deficiencies are communicated to program managers for corrective actions. Corrective Action Plan timelines are then followed up for completion.

Satisfaction Surveys

Satisfaction Surveys are an important part of WIN's Quality Assurance process. Surveys are conducted of consumers at a minimum twice a year. Analysis of results produces corrective actions, which are evaluated through subsequent surveys.

Consumer Complaints, Grievances and Appeals

All participants' complaints, appeals and grievances, are maintained in a complaint log book and presented in the monthly clinical meeting. Responses to such complaints, appeals and grievances are submitted to the appropriate persons in writing within the required time frame. Results of actions taken are noted in the monthly meeting minutes, and where warranted, studies of system improvement in response to actions taken are incorporated into the QA process.

Quality Management Policies and Procedures

WIN has established policies and procedures to include: Consumer Complaints, Grievances and Appeals; Consumer Safety; Consumer Satisfaction; Disaster Preparedness; Emergency Evacuation; Evidence-based Practice Guidelines; Level of Care Placement; Compliance; Consumer Rights and Orientation; Confidentiality/HIPAA; Treatment Records; Individualized Service Plans; Transition of participant to other programs; Credentialing Staff; and additional policies and procedures. These policies and procedures are available for review upon request.

Outcome Measures and Performance Indicators

WIN is set up to provide regular monthly, quarterly, and yearly reporting of well-defined outcome measures and performance indicators of its delivery system. These are consistent with the professional standards of the discipline involved in the delivery of services. WIN focuses on the quality indicators of Program Efficiency, Program Effectiveness, Access to Services, and Consumer Satisfaction. It is WIN's policy that data collecting, timely reporting, and monitoring are key components in measuring the success of the program and for making continuous improvements in the effectiveness and delivery of services.

- 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.**

WIN will collect data on the following Performance Measurements:

- Number of survivors that participate in the program.
- 80% of survivors who utilize crisis intervention will find it to be helpful to them.
- 100% of survivors will have access to accurate information about support services available in the community that they might need.
- 90% of survivors will have more ways to plan for their safety.
- 80% of survivors will feel more hopeful about the future.
- 80% of survivors will feel less isolated.
- 80% of survivors will know more about their options.
- 70% of survivors will feel more confident in their decision-making.
- 90% of survivors will find the program to be helpful to their healing process.
- 70% of survivors will have increased understanding about the natural responses to trauma.
- Number of survivors that return to their abusive relationship 6

months and one year after discharge from the program.

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):** Please refer to Attachment A for an outline of the budget request by source of funds and the GIA specific request, using the budget form provided in this Application for Grant.
 - b. **Personnel salaries and wages (Link):** Please refer to Attachment B for an outline of the personnel salaries and wages using the budget form provided in this Application for Grant.
 - c. **Equipment and motor vehicles (Link):** Please refer to Attachment C for an outline of equipment and motor vehicles using the budget form provided in this Application for Grant. WIN did not budget for any equipment or motor vehicles for this project.
 - d. **Capital project details (Link):** Please refer to Attachment D for capital project details using the form provided in this Application for Grant. WIN is not budgeting as a capital project.
 - e. **Government contracts, grants, and grants in aid (Link):** Please refer to Attachment E for government contracts, grants and grant in aid details using the form provided in this Application for Grant.

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$25,000	\$25,000	\$25,000	\$25,000	\$100,000

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.**
Please see Attachment F for a current listing of all other sources of funding WIN is seeking for FY 2023 for all programs statewide.

4. **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.**
WIN has not been given any state or federal tax credits within the past three years. WIN has not applied for any state or federal tax credits, nor do we anticipate applying for any.

5. **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.**

See Attachment E for a current listing of all federal, state, and county government contracts, grants and grants in aid WIN has been granted within the past three years and will be receiving for FY 2023 for program funding.

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

Please see Attachment G for the balance of WIN unrestricted current assets as of December 31, 2021.

V. Experience and Capability

1. Necessary Skills and Experience

For over 20 years WIN has helped to fulfill the overwhelming needs of survivors of domestic violence, successfully transition clients into the community from incarceration, and aid in the step up from homelessness to housed. In 2007, WIN expanded services offered to survivors by acquiring the first Bridge to Success Transitional House. Today WIN has four transitional houses, three on Oahu and one on Kauai. The transitional homes have proven a great community resource in providing a safe place to heal women in transition. By giving women and children a safe place to live and a program that helps them to transition to self-sufficiency and access to resources, we are in fact living our mission.

WIN is perfectly poised to successfully carry out this proposed project. Since its inception, the program has been providing services to survivors, children and families. WIN has been operating the Domestic Violence Advocacy program for through federal, state and county funding since 2008.

WINs organizational structure is equipped with features that ensure the successful delivery of services to the target population. All staff are credentialed and have experience working with survivors of domestic violence. Some WIN staff are former participants, which in itself is a viable measure of the organization's success. As a result, WIN possesses staff with the qualifications, understanding, skills, and education necessary to advocate for participants and their families through their transition to self-sustainability.

2. Facilities

WIN has been renting the following office space and house since 2008:

Administrative/Clinical Offices Kauai

Both Administrative and Clinical services for Kauai are located at 3136 Elua Street, Lihue, HI 96766, in a 1,492 square foot building. It is a single family residence that has three rooms and has been zoned for commercial use. Group sessions are held in a 14' x 14' treatment room, and a 552 square foot living area with sofas provides a comfortable area where educational, cultural, recreational services are provided. The facility is equipped with a kitchen (used for cooking classes), two bathrooms, and a conference room.

Bridge to Success Transitional House - Kauai

The Kauai Bridge to Success transitional house is located at 4536 Ekuolu Street, Lihue 96766. The house has nine bedrooms, six bathrooms and is located on 1.5 acres of land. The house can accommodate nine single women and women with children. The house is easily accessible by the bus line.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

All WIN staff providing the proposed services shall possess the knowledge, skills, and experience of working with the targeted population. The administrative staffing pattern provides for adequate, efficient administrative support that allows for effective delivery of service, and for a variety of credentialing categories of clinical staff to ensure a multi-disciplinary team approach to service delivery. The following is a description of the proposed staffing pattern, client/staff ratio and proposed caseload capacity for the program:

WIN's organizational structure is equipped with features that ensure the successful delivery of services. WIN staff has extensive experience with individuals surviving from domestic violence, suffering from post-traumatic stress disorder, complex trauma, victimization, anger management, criminality and substance use. All Case Managers/Advocates are trained in trauma informed care and follow evidence-based practices when implementing services. WIN's is equipped to ensure successful delivery of services through:

- A well-credentialed, highly trained, diverse staff with experience in providing transitional housing, case management, support, advocacy, mentoring and adult substance abuse treatment services.
- Ongoing training and supervision program for staff.
- A strong quality assurance program.

- Accountability ensured through quality assurance.
- An Advisory Board consisting of treatment specialists, community members and consumers that provide crucial input and feedback regarding WIN services. Our Board of Directors consists of nine professionals passionate about creating a community of support for the consumers of the agency and have no material conflict of interest and serve without compensation. Each dedicated member actively participates in fundraising events, and they assist through financial contributions, product donations, professional expertise, and time. Each member's professional and personal networks help to spread awareness about WIN's cause and upcoming events and meet every other month.

Staffing Pattern

The typical caseload will be 10-12 individuals per staff member for advocacy and case management. Resumes and position descriptions for all significant staff budgeted to the program will be provided upon request. Partial Funding is requested for staffing.

Credentialing

WIN has instituted a credentialing policy and procedure to ensure that all employees have the appropriate level of training and experience to perform their job. The credentialing process includes: a criminal background check, a review of the child abuse and neglect report, primary service verifications of education, license, residency (if applicable), insurance, work history, and references. Information is obtained regarding revocation, suspension, curtailment, and/or sanctions of privileges, license; and/or insurance. All staff at WIN are CPR certified.

Training

We ensure that the staff are carefully supervised and continually trained in the delivery of service. Specific skills related to the delivery of the program include, but is not limited to, extensive training in crisis intervention, trauma informed care, cross cultural counseling approaches, suicide prevention models, gender specific treatment, cognitive behavioral therapy, dialectic behavioral therapy, motivational interviewing, contingency management, ethics, HIPPA/confidentiality, co-occurring disorders, substance abuse, therapeutic interventions, managing potentially assaultive behaviors and lethality risk assessments. WIN staff regularly research best practices for working with survivors and apply this knowledge base into its clinical service delivery and training programs. WIN staff are provided with a minimum of 40 hours of training every two years.

WIN Staff has the following qualifications: extensive background in domestic violence either as a survivor of domestic violence, an advocate or as an instructor; knowledge of dynamics of domestic violence and how it affects the

family, friends, work and community; training in several domestic violence areas including prevention, crisis intervention and collaboration with all the domestic violence shelters. 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, survivors, 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. Staff composition is representative of the cultural diversity in Hawaii and includes supervision in the area of delivery. The strengths brought by cultural competence form the foundation of our service to Hawaii's diverse cultural population.

The following staff are intended to be partially funded through this GIA grant:

.05 FTE: Executive Director Mary Scott-Lau is a certified Domestic Violence Counselor and has over 20 years of experience working with survivors. Ms. Scott-Lau is an accredited instructor for mandatory anger management for the Department of Public Safety. She is a member of the Community Alliance on Prisons; and a member of the Community Advisory Board on female offenders for the Department of Public Safety. She has also been a domestic violence instructor for Ameri-Corps, a member of the Volunteer Legal Services Hawaii, and an advocate/instructor for the Mary Jane Center. She has extensive experience and success in enlisting community support from partnering organizations.

.40 FTE: Clinical Director (Kauai) Kimberly Cummings, CSAC has worked in this field since 2007 in many capacities. She has proven leadership skills, including the overall management and motivation of staff to achieve the organization's objectives. Ms. Cummings has extensive experience facilitating groups, advocacy, case management and individual counseling to the population on Kauai. She is responsible for the operations on Kauai. She operates the Bridge to Success Program, WIN with IOP, and Domestic Violence Awareness programs. She attends community meetings and is very active in the community.

2 Positions (1 FTE & .20 FTE): Intake Coordinator/Case Manager (TBD) works with and advocates for women surviving from Domestic Violence. This person works as an Intake Coordinator where she is the first person that the client has contact, including intake, exits and discharges, signing consents, urinalysis testing, answering and directing of calls, scheduling and cancellations of assessments and a myriad of other duties. This person also serves as a Case Manager for our clients

who reside in WIN's transitional house on Kauai. They will have extensive experience implementing trauma informed care and working with survivors.

2. **Organization Chart**

See Attachment H for the Organization Chart.

3. **Compensation**

The table below shows the annual salary range paid by WIN to the three highest paid positions.

Executive Director	\$84,000 – \$86,000
Clinical Director	\$62,000 – \$65,000
Treatment Counselor	\$42,000 – \$45,500

VII. Other

1. **Litigation**

WIN is free from any litigation pending or otherwise.

2. **Licensure or Accreditation**

WIN does not currently have any special qualifications such as licensure or accreditation at this time, nor is it needed for this request.

3. **Private Educational Institutions**

WIN will not be using this grant to support or benefit a sectarian or non-sectarian private educational institution.

4. **Future Sustainability Plan**

If the GIA funding is not available to support this project, WIN has a sustainability plan in place. This includes the use of WIN's Board of Directors who meet on an annual basis to identify funding needs for the upcoming and future years in order to maintain all the programs and activities that currently operate, in addition to new ideas for programs or the expansion of existing ones. Throughout the year, board members look for resources to sustain each program and the organization as a whole. The budget line items are evaluated for its importance to continuing each program's operations after the grant funds are decreased or cease to exist. WIN staff, office leases, supplies, insurance, audit, house leases, and training are critical expenses to continue providing the same or higher level of services.

WIN's current funding strategies include:

- Billing medical insurance as first payer. This allows for grant funds to be used more for supportive services which will produce greater outcomes.
- Use of program fees for transitional housing program to support programming needs. Participants are charged a program fee while living in the transitional house and is income based.
- The use of major-gift programs. WIN identifies, cultivates and solicits donors that have the potential to make significant gifts.
- Corporate sponsorships are used to build a base of long-term commitment and support from local business.
- A training program is used for staff to receive additional training during the grant period to learn new and evidenced based protocols to enhance services.
- Collaboration with Partner Agencies help identify new funding streams or other resources to continue operations. Partners more importantly augment operations to reduce or even eliminate some expenses without disrupting the continuum of care.
- Grant requests are submitted to private foundations and government agencies that support our mission.

Sustainability planning will be conducted throughout the grant project. WIN will continue to pursue additional funding revenues to sustain and or expand operations.

ATTACHMENTS

- A. Budget Request by Source of Funds and GIA Request
- B. Budget Justification – Personnel Salaries and Wages
- C. Budget Justification – Equipment and Motor Vehicles
- D. Budget Justification – Capital Project Details
- E. Budget Justification – Government Contracts, Grants, and/or Grants in Aid
- F. Other Sources of Funding for FY 2023
- G. Balance of Unrestricted Assets
- H. Organization Chart
- I. Theory of Change

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Women in Need

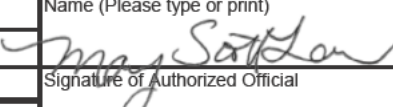
BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	35,000		135,000	5,000
2. Payroll Taxes & Assessments	5,900		22,547	
3. Fringe Benefits	500		8,917	
TOTAL PERSONNEL COST	41,400		166,464	5,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	600		3,200	
2. Insurance			7,500	
3. Lease/Rental of Equipment			2,500	
4. Lease/Rental of Space	30,000		70,000	
5. Staff Training			5,000	
6. Supplies - program and house	15,000		7,000	8,000
7. Telecommunication	1,000		5,500	
8. Utilities			12,000	
9 Contractual Services - Administrative			30,000	
10 Curriculum and cultural activities	7,000		7,000	404
11 Transportation			6,000	
12				
13				
14				
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20				
TOTAL OTHER CURRENT EXPENSES	53,600		155,700	8,404
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	95,000		322,164	13,404
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	95,000	Dawn Martin 808-258-5706		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	322,164	<i>Mary Scott-Lau</i> 1/19/2022		
(d) Total Private/Other Funds Requested	13,404	Signature of Authorized Official Date		
TOTAL BUDGET	430,568	Mary Scott-Lau, Executive Director Name and Title (Please type or print)		

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

App

Women in Need (WIN)

BUDGET CATEGORIES	Total GIA Request (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	77,400			
2. Payroll Taxes & Assessments	13,158			
3. Fringe Benefits	3,500			
TOTAL PERSONNEL COST	94,058			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	3,600			
5. Staff Training				
6. Supplies - program	2,342			
7. Telecommunication				
8. Utilities				
9. Contractual Services - Administrative				
10. Curriculum and cultural activities				
11. Transportation				
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20.				
TOTAL OTHER CURRENT EXPENSES	5,942			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	\$ 100,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State GIA Funds Requested	\$ 100,000	Dawn Martin	808-258-5706	
_____		Name (Please type or print) Phone		
_____				
_____		1/19/2022		
		Signature of Authorized Official Date		
TOTAL BUDGET	\$ 100,000	Mary Scott-Lau, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Applicant: Women in Need (WIN)

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	FTE	\$84,000.00	5.00%	\$ 4,200.00
Clinical Director	FTE	\$65,000.00	40.00%	\$ 26,000.00
DV Advocate/Case Manager	FTE	\$40,000.00	100.00%	\$ 40,000.00
Intake Coordinator	FTE	\$36,000.00	20.00%	\$ 7,200.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				77,400.00

JUSTIFICATION/COMMENTS:
 Direct clinical staff will provide face to face DV survivor intake, screening, advocacy and case management services to participants and training/supervision for staff. The Executive Director will be in charge of the daily administrative needs for the grant and services. Salaries include a total of \$13,158 in payroll taxes and assessments and \$3,500 in fringe benefits; totaling \$94,058.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: Women in Need

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

No equipment requested.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

No motor vehicles requested.

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: Women in Need

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2020-2021	FY: 2021-2022	FY:2022-2023	FY:2022-2023	FY:2023-2024	FY:2024-2025
PLANS	N/A	N/A	N/A	N/A	N/A	N/A
LAND ACQUISITION	N/A	N/A	N/A	N/A	N/A	N/A
DESIGN	N/A	N/A	N/A	N/A	N/A	N/A
CONSTRUCTION	N/A	N/A	N/A	N/A	N/A	N/A
EQUIPMENT	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL:	N/A	N/A	N/A	N/A	N/A	N/A
JUSTIFICATION/COMMENTS:						
Not a capital project.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Women in Need

Contracts Total: 4,546,777

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Clean and Sober Housing	2/1/2022-3/31/2023	DPS	Honolulu	95,000
2	Hiliana'i Kauai Housing Program	5/1/2021-10/31/2022	Kauai Police Department	Kauai	500,000
3	Substance Use Disorder Continuum of Care	10/1/2021-9/30/2022	DOH - ADAD	Kauai and Honolulu	1,000,000
4	PV Project	7/1/2021-6/30/2022	CDBG Kauai	Kauai	322,164
5	Kealaula Onsite Improvements	7/1/2021-12/30/2021	County of Kauai	Kauai	5,650
6	Substance Abuse and Recovery Services	10/1/2017-9/30/2022	DOH - ADAD	Kauai and Honolulu	1,360,000
7	Substance Abuse Treatment	2/1/2021-9/30/2021	US Probation	Kauai	120,000
8	DV housing with Pets	7/1/2020-8/30/2021	HUD CoC	Oahu	172,998
9	HPO State Homeless Shelter Programs	7/1/2019-6/30/2021	HDS - HPO	Kauai and Honolulu	655,915
10	Clean and Sober Housing	2/1/2019-1/31/2021	DPS	Honolulu	196,000
11	DV Advocacy	7/1/2019-6/30/2020	CSP - GIA	Honolulu	119,050
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WIN OTHER SOURCES OF FUNDING FOR FY 2023

Applicant: Women in Need (WIN)

Request Total: \$ 750,864

	CONTRACT DESCRIPTION	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	REQUEST VALUE
2	Youth Mentoring Program on Oahu with H	Office of Community Service	Honolulu	\$ 130,479.00
3	Crime Victim Support Services	AG - CPJAD	Honolulu	\$ 136,245.00
4	Housing Navigator	CDBG Kauai	Kauai	\$ 60,000.00
5	Housing DV Survivors with Comfort Pets	CoC - Partners in Care	Honolulu	\$ 172,998.00
6	Keala for Youth Program	Aloha United Way		\$ 50,000.00
7	Emergency Solutions Grant	City and County of Honolulu	Honolulu	\$ 124,542
8	Kealula Capital Needs Project	Fujita&Miura Public Relations		\$ 76,600
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Women In Need

Statement of Financial Position

As of December 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 BANK	1,225.54
1001 BOH KAUAI	112,925.76
BOH OAHU	102,360.67
BOH SAVINGS	26,100.00
Total 1000 BANK	242,611.97
BOH 8213	350,412.93
Printer Leaseer	390.53
Total Bank Accounts	\$593,415.43
Accounts Receivable	
Accounts Receivable (A/R)	370,836.28
Total Accounts Receivable	\$370,836.28
Other Current Assets	
Uncategorized Asset	-134.79
Total Other Current Assets	\$ -134.79
Total Current Assets	\$964,116.92
Fixed Assets	
Furniture & Fixtures	24,148.91
Total Fixed Assets	\$24,148.91
TOTAL ASSETS	\$988,265.83
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	16,774.20
Total Accounts Payable	\$16,774.20
Other Current Liabilities	
EIDL	0.00
LOAN PAYABLE	33,343.11
Cummings Loan Payable	0.00
Scott-Lau Loan Payable	0.00
Total LOAN PAYABLE	33,343.11
PPP Loan	0.00
Total Other Current Liabilities	\$33,343.11
Total Current Liabilities	\$50,117.31
Total Liabilities	\$50,117.31

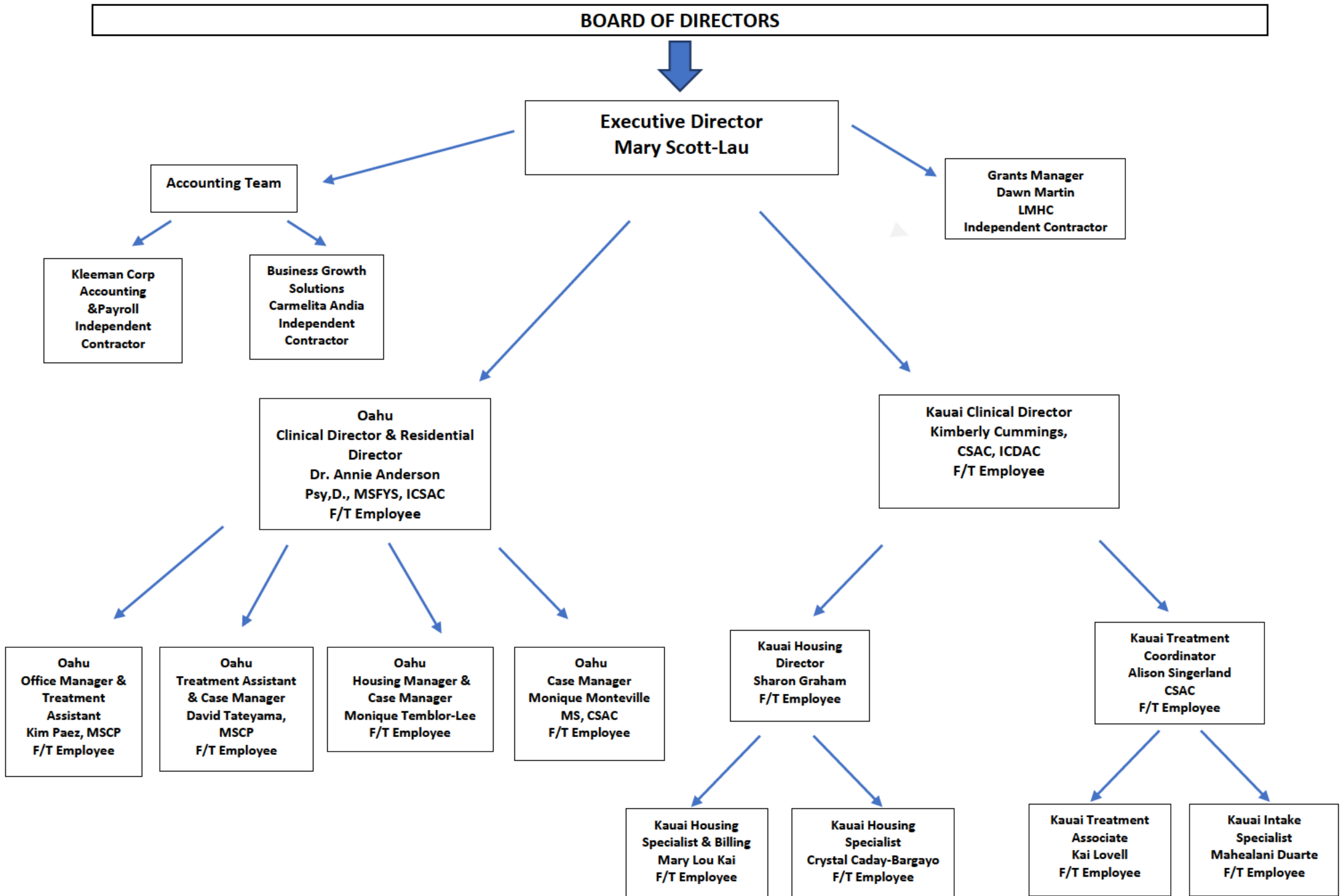
Women In Need

Statement of Financial Position

As of December 31, 2021

	TOTAL
Equity	
Opening Balance Equity	364,907.25
Owner's Investment	100.00
Owner's Pay & Personal Expenses	-7,648.97
Retained Earnings	212,721.85
Net Revenue	368,068.39
Total Equity	\$938,148.52
TOTAL LIABILITIES AND EQUITY	\$988,265.83

WOMEN IN NEED ORGANIZATIONAL CHART



Domestic Violence Evidence Project

A project of the National Resource Center on Domestic Violence

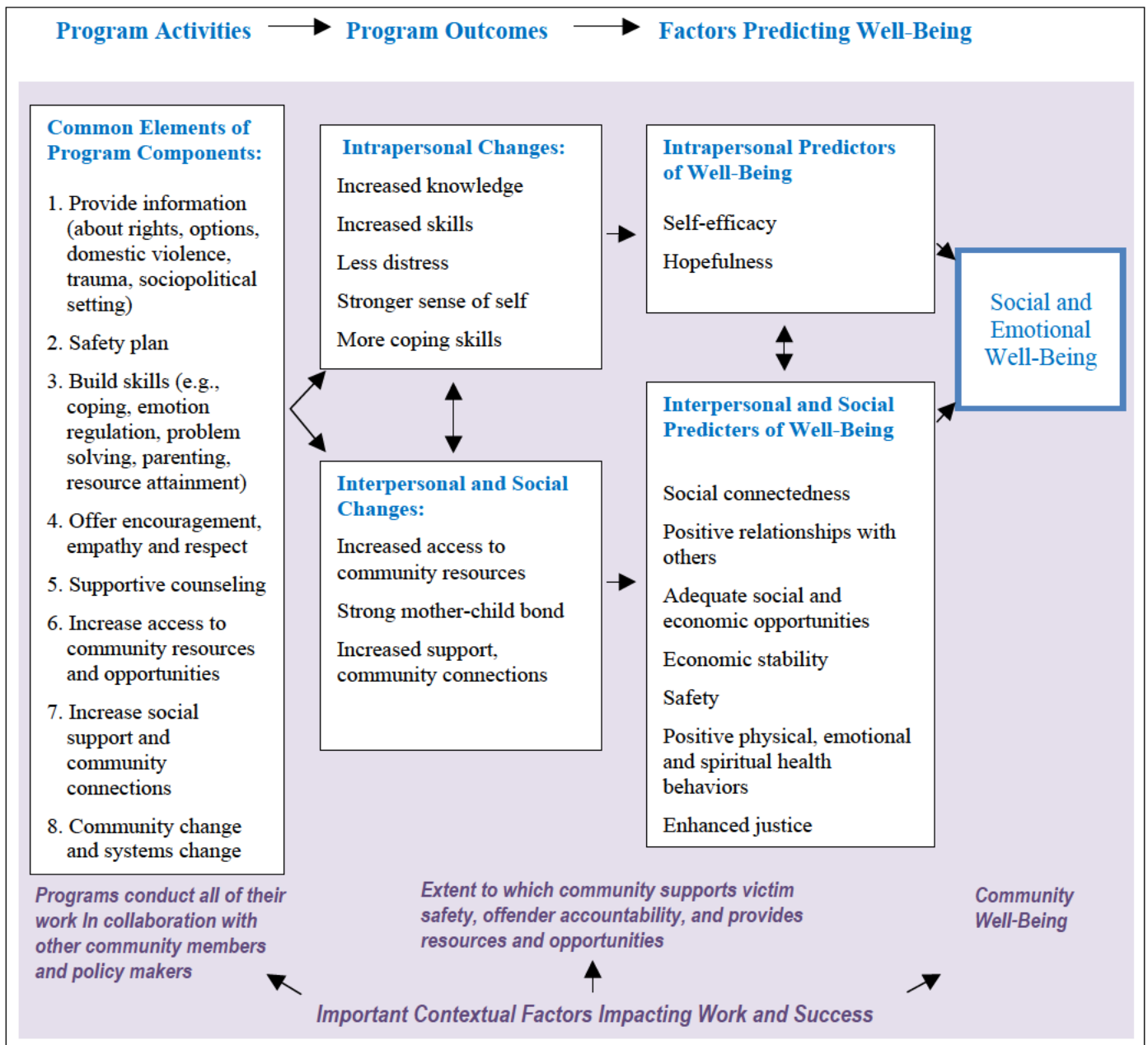


Figure 1. Theory of Change Underlying How Domestic Violence Program Activities Impact Adult and Child Survivors' Well-Being

FROM: Sullivan, C.M. (2012, October). *Examining the Work of Domestic Violence Programs Within a "Social and Emotional Well-Being Promotion" Conceptual Framework*, Harrisburg, PA: National Resource Center on Domestic Violence at www.dvevidenceproject.org.