

**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:

United Self Help

Amount of State Funds Requested: \$ 270,000

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

Pilot Recovery and Community Reentry Program for inmates released from the custody of the Department of Corrections and Rehabilitation and patients discharged from the Hawaii State Hospital.

Amount of Other Funds Available:

State: \$ 76,686

Federal: \$ _____

County: \$ _____

Private/Other: \$ 21,780 (donations fy 24)

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

\$ 0

Unrestricted Assets:

\$ 82,096

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:

310 Paoakalani Ave

City: Honolulu State: HI Zip: 96815

Contact Person for Matters Involving this Application

Name: William S. Bowles	Title: Executive Director
Email: director@unitedselfhelp.org	Phone: 808-947-5558

Federal Tax ID#: [REDACTED]	State Tax ID#: [REDACTED]
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Authorized Signature

William S. Bowles, Executive Director

Name and Title

1/18/24

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

UNITED SELF-HELP

was incorporated under the laws of Hawaii on 02/25/1987 ; 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, 2024

Director of Commerce and Consumer Affairs





STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: UNITED SELF-HELP*

DBA/Trade Name: UNITED SELF-HELP*

Issue Date: 01/10/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX7124

UI#: XXXXXX8997

DCCA FILE#: 66630

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**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'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, Hawaii'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; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii'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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

Pursuant to Section 42F-103, Hawaii'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.

United Self Help
(Typed Name of Individual or Organization)

 1/18/24
(Signature) (Date)

William S. Bowles Executive Director
(Typed Name) (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) Hawaii Compliance Express Certificate (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

WILLIAM S. BOWLES, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

1/18/24

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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

United Self Help has attached a current Hawaii Compliance Express Certificate

2. Declaration Statement

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

United Self Help affirms its compliance with Section 42F-103, Hawaii Revised Statutes, and has attached a signed Declaration Statement.

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.

United Self Help (USH) warrants that it has read Section 42-F-102, Hawaii Revised Statutes, and will comply with its requirements in this request.

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;

United Self Help (USH) was established in 1987 as a 501 (c) 3 nonprofit organization whose purpose and goal was to create a "consumer managed and operated" organization that fosters consumer empowerment, engagement, and peer supported recovery. USH is the only mental health consumer organization in the State which presently facilitates at risk institutionalized clients' reentry into the community. USH supports these clients' mental health wellness and recovery efforts through its existing Peer Mentoring Program, BRIDGES

program, weekly support groups, employment opportunities, warm line, and consumer social activities.

2. The goals and objectives related to the request;

United Self Help's (USH) primary goal related to this request is to facilitate recovery and reentry services for patients who have been discharged from the Hawaii State Hospital (HSH) and inmates being released from the custody of the Department of Corrections and Rehabilitation (DCR). This pilot program will provide the evidence-based data necessary to develop sustainability in the future by working with these State Departments. USH anticipates assisting 200 DCR inmates (an increase over FY 2023) while In fiscal year 2022, the HSH discharged 275 patients..

Presently USH provides reentry services for the inmates being released from the Halawa Correctional Facility. These services are available to all inmates in need, with or without mental health issues. USH is reimbursed for these services through a contract with the Alcohol and Drug Abuse Division. Funding received from this request will enable USH to include the BRIDGES program and the Peer Mentor Program to assist with the inmates' recovery.

Funding from this request will also enable USH to provide its recovery program services to the inmates at the Women's Community Correctional Center, provide recovery and reentry services to the patients being discharged from the HSH, and accommodate more community consumers.

USH's objective as it relates to the request, is to utilize its existing BRIDGES and peer mentoring programs, weekly support groups, employment opportunities, warm line access, and consumer social activities that provide clients the support necessary for their recovery and reentry back into the community. These clients develop a sense of belonging to the USH "Ohana" where everyone has a common goal of maintaining their mental health and becoming active members of our community.

BRIDGES Program

Building Recovery and Individual Goals and Dreams through Education and Support program. is an evidence-based, 10-week course which teaches consumers about their mental illnesses. The program focuses on the types of mental illnesses, their symptoms, how to control them, types of treatment, medication, problem solving, and how to talk to your psychiatrist.

Peer Mentoring Program

Peer mentoring provides consumers the chance to learn from those who have experienced the recovery process and who are able to share these experiences and provide advice, support, and guidance with them. This form of a “buddy system” enables a higher functioning consumer the opportunity to take the responsibility of mentoring another. This arrangement provides benefits to the mentor and mentee concurrently.

Support Groups

Support groups are held weekly to provide clients with the opportunity for sharing, education, and making new friends. All groups are run by trained facilitators who allow members to discuss their concerns, discuss tips for mental health stability, etc. There are groups online via ZOOM as well as in person Monday through Friday. There are presently approximately 100 clients participating on a weekly basis. (not an unduplicated count)

Educational Classes

Some of the present offerings are the computer class, physical fitness (exercise, yoga, pickle ball), community BRIDGES and WRAP (Wellness Recovery Action Plan).

Employment Opportunities

Presently 35 clients work on various projects within USH. These opportunities are basic office work, working on the USH newsletter, booking school mental health presentations, facilitating or co-facilitating support groups and recovery classes, peer mentoring, assist with the USH Olelo monthly TV program, host social events such as the fourth Friday function, warm line operators, and many other tasks.

Warm Line

Consumers call to discuss what is happening, ask for advice, discuss their feelings when they need to from 4:30-9:00. Trained staff answer the line and handle approximately 335 calls a month.

Social Events

The 4th Friday social event held at the Hongwanji Mission is the most successful social event. Approximately 100 consumers enjoy

the fellowship, food, games, and motivational speakers each month. Simple community service projects are being planned as social events allowing the consumers to give back to the community. A consumer conference is being planned for April 18th, 2024, with a planned attendance of 200 participants.

3. The public purpose and need to be served;

United Self Help (USH) supports the intent of the House Majority Mental Health Services area of focus:

“The House Majority sees the growing need for mental health services and will continue to support efforts to improve and expedite treatment for those experiencing severe mental health crises, improve crisis response services, address critical mental health workforce needs, and increase access to services across the state.”

The public purpose of this request is to facilitate a successful recovery and re-entry of at-risk inmates and patients back into the community. This forgotten and overlooked population has no strong family support and by addressing the “nobody cares” sentiment will prevent potential mental health crises from developing. Utilizing peer mentors to assist this population provides a personal guide back into the community, the advice of someone who has experienced similar situations, and someone to encourage their continuing journey towards recovery. Access to USH’s warm line enables the consumer to always have someone to talk to. Participation in the USH programs provide education, socialization and employment opportunities that instill a sense of worth to the consumer.

4. Describe the target population to be served; and

The target population to be served by this request are the at-risk inmates released from the custody of the Department of Corrections and Rehabilitation and the at-risk patients being discharged from the Hawaii State Hospital.

USH will work with this population prior to their release/discharge from their respective facilities by teaching its BRIDGES Program, (Building Recovery and Individual Goals and Dreams through Education and Support) and utilizing its peer mentors.

In addition, as USH started as a community consumer organization, it does not want to forget its community roots and will continue to serve its community clients.

5. Describe the geographic coverage.

The primary geographic area for the planned activities in this request is the Island of Oahu.

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;

Pre-Release/Discharge Services provided by United Self Help

Department of Corrections and Rehabilitation

Halawa Correctional Facility

Interview all soon to be released inmates to determine their specific reentry and recovery needs. Provide the BRIDGES and Peer Mentor programs to those who would benefit from the programs. Begin to coordinate peer mentor relationships prior to release.

Women's Community Correctional Center

Provide the BRIDGES and Peer Mentor programs to those who would benefit from the programs. Begin to coordinate peer mentor relationships prior to release.

Department of Health

Hawaii State Hospital

Provide the BRIDGES and Peer Mentor programs to patients in the Transitional Housing Unit and to other patients who will benefit from the programs. Begin to coordinate peer mentor relationships prior to release.

Post Release/Discharge Services provided by United Self Help

Department of Corrections and Rehabilitation

Halawa Correctional Facility

Pick up released inmates from the HCF and assist them in getting IDs, Bus passes, Social Security cards, food stamps, and applying for Medicaid Health coverage. Arrange housing through organizations such as the Institute of

Human Services, etc. Begin the peer mentor process in the community. Urge the client to participate in the USH programs and to call USH on the warm line with any questions, needs, or concerns.

Women's Community Correctional Center

The reentry needs of WCCC are presently being provided by the PUA Foundation. These clients are welcome to participate in the USH programs and to call USH on the warm line with any questions, needs, or concerns.

Department of Health

Hawaii State Hospital

Pick up released patients from the HSH and assist them in getting IDs, Bus passes, Social Security cards, food stamps, and applying for Medicaid Health coverage. Arrange housing through the DOH or organizations such as the Institute of Human Services, etc. Begin the peer mentor process in the community. Urge the client to participate in the USH programs and to call USH on the warm line with any questions, needs, or concerns.

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

USH will be able to implement all the services described in this request from Day 1 of the GIA funding release date. Positions will be filled by capable USH clients, who will receive job training and gain work experience through this request. Outcome data will be available upon the pilot programs and each clients' progression. It is anticipated that services at the HSH will begin prior to any GIA award due to Facility needs.

Required project data and Report to the Legislature will be completed as required.

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

USH will utilize continuous quality improvement (CQI) methodologies to evaluate program performance to ensure the quality of services associated with this request. This will be accomplished by compiling and reviewing program-level data on the number of clients admitted to and discharged from services, financial data on expenditures, and staff satisfaction and supervision surveys.

In addition, client-level data on services received, treatment plans, program satisfaction, psychosocial functioning and clinical symptom variations from intake, follow-up, and discharge will be monitored to improve the efficacy and effectiveness of the services and outcomes.

This CQI process will provide monthly reports with oversight and review from the USH Board of Directors. USH will provide summary reports and disseminate this information as necessary.

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, the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The project survey will consist of a standard set of questions that the designee will use to track 3 key areas and will be provided at initial engagement and then again at month 12 of the pilot:

- Impact of peer mentoring on overall recovery sustainment and community tenure.
- Management of symptoms and engagement with formal treatment supports as indicated by the individual's treatment provider.
- Level of positive community engagement including housing, and employment.

Primary target outcomes tracked will be:

- 80% of members will report overall positive satisfaction with peer mentoring.
- 80% of members will report increased self-esteem and confidence in managing their illness.
- 70% of members will report reduced hospital visits for mental health related issues.
- 70% of members will report reduced length of stay for any hospital visit for mental health related issues.
- 70% of members will report increased adherence to medication and decreased severity of problematic symptomology.
- 70% of members will report reduced problematic substance use.

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](#))

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$67,500	\$67,500	\$67,500	\$67,500	\$270,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for the fiscal year 2025.

USH will apply for pertinent grants when applicable, there are none being requested at this time.

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.

Not Applicable

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 2025 for program funding.

See attached.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

Total Assets as of 12/31/2023 are \$82,096.

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.

United Self Help (USH) was established in 1987 as a 501 (c) 3 nonprofit organization whose purpose and goal was to create a “consumer managed and operated” organization that fosters consumer empowerment, engagement, and peer supported recovery.

USH has provided the community with consumer orientated programs focusing on its clients’ mental health wellness and recovery efforts, offering peer classes and support groups to thousands of consumers, manned a warm line that supports and counsels those dealing with mental health issues, and worked to intervene on youth mental health care by providing vital information and strategies to school audiences on “How to Stay Mentally Healthy”.

USH has worked with the Department of Public Safety to provide a community reentry program for inmates who have reached the end of their sentence since 2015. These inmates were unable to be granted parole due to their sentencing or due to mental health issues which prevented them from completing the Parole required programming. USH worked with the HCF staff to identify and prepare them for their release utilizing its Peer Mentor Program. In recent years, USH has helped over 150 inmates annually. USH would pick up these clients and assist them in completing all of the necessary steps to receive food stamps, financial aid, I.D.s bus passes, social security cards, housing, job opportunities, etc.

For the last 5 years, the Alcohol and Drug Abuse Division has contracted with USH to participate in their Continuum of Care Service Array for Adults and Adolescents. This has enabled USH to continue providing this service to this at-risk population. USH is the only mental health consumer organization in the State which presently facilitates at risk institutionalized clients’ recovery and reentry into the community.

USH Community Consumer care partners:

Hawaii State Department of Health, Adult Mental Health Division (AMHD), who publicizes our programs and support groups. USH also refers clients to their crisis line for assessments.

Hawaii State Department of Health, Alcohol and Drug Abuse Division (ADAD) Continuum of Care Service Array.

Hawaii State Department of Corrections and Rehabilitation.

Mental Health Kokua hosts USH's recovery classes (BRIDGES/ WRAP) They provide client referrals.

Institute for Human Services, assisting with housing needs and by a collaborative referral process.

Waikiki Health Center, North Shore Mental Health and other case management agencies provide client referrals.

USH has the necessary experience and track record to provide the additional services described in this request. Of importance is assisting the Hawaii State Hospital in providing a smooth transition and reentry of their discharged patients.

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.

USH maintains an office at the Waikiki Health Center. This space is utilized for consumer support groups and computer education classes. USH also has two 10 x 20 work and storage spaces at the Hawaii Self Storage. A conference room is also available for use.

USH rents space at various churches and other charitable organizations, to host its social events. The popular "Fourth Friday" is now at the Hongwanji Mission, at 924 University Avenue. Their social hall provides room for 100 consumers who regularly look forward to each Fourth Friday. Other events and support groups utilize similar spaces on an as needed basis.

Most of USH's client contact will take place at the DCR facilities and HSH campus.

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.

This request will cover staffing costs for the USH Director (50%), 1 peer mentor supervisor (35 hours per week) and 3 certified peer mentors (25 hours per week), one Statistics Clerk (20 hours per week), 1 Case Management Specialist (20 hours per week)

Bud Bowles – Executive Director, MSW, CPRP, HCPS, provides overall supervision of the agency. Mr. Bowles has been managing support groups and recovery programs for the last 22 years. He has also participated in the peer mentoring of released inmates for the last 10 years. The peer mentor supervisor and the 3 peer mentors will be certified peer specialists and have a minimum of 2 years sustained recovery. The Statistics Clerk will be responsible for compiling QA and CQI data. The Case Management Specialist will provide assessments of clients' needs and allocate the resources to meet those needs.

Supervision and training will be conducted by the Executive Director, the Peer mentor supervisor and by board members who have medical and/or behavioral health experience.

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.

See Attached Organization Chart

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.

Executive Director - \$65,000 full time

Peer mentoring supervisor - \$36,400 part time

Case Management Specialist - \$35,000 part-time

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.

USH has no pending litigation to which we are a part, including any outstanding judgement.

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

AMHD Peer Mentoring Certification (Executive Director and current Peer mentors on staff.)

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

Grant funds will not be used to support sectarian or non-sectarian private educational institutions.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

This request will provide funding to provide a Pilot Recovery and Reentry Service Program for inmates released from the Department of Corrections and Rehabilitation and patients discharged from the Hawaii State Hospital. The evidence-based outcome data of this “pilot” year, will enable the respective Departments to decide whether to continue these services.

DCR funds received through the State of Hawaii Procurement process may only be used for facility services. Therefore, additional community funds will be necessary. Funding for HSH patients as well as those released to the community would be received through the State of Hawaii Procurement process.

The Hawaii State Department of Health, Alcohol and Drug Abuse Division (ADAD) has provided a letter of support for this request.

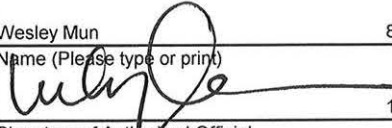
The Hawaii State Department of Corrections and Rehabilitation has provided a letter of support for this request.

USH met with Dr. Kevin Luke, HSH Administrator on January 8, 2024, and was asked to provide more information on its Recovery and Reentry Programs. This favorable reception has prompted USH to include HSH services in this request. USH was unable to obtain a letter of support in such short notice.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: United Self Help

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	222,500			
2. Payroll Taxes & Assessments	14,500			
3. Fringe Benefits	800			
TOTAL PERSONNEL COST	237,800			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	8,000			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	9,000			
5. Staff Training	5,000			
6. Supplies	4,500			
7. Telecommunication	4,000			
8. Utilities	1,700			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	32,200			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	270,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	270,000	Wesley Mun 808 358-5898		
(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	270,000	Wesley Mun, President, Board of Directors Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: United Self Help

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director	1	\$65,000.00	50.00%	\$ 32,500.00
Peer Mentor Supervisor	0.5	\$36,400.00	100.00%	\$ 36,400.00
Peer Mentor	0.5	\$31,200.00	100.00%	\$ 31,200.00
Peer Mentor	0.5	\$31,200.00	100.00%	\$ 31,200.00
Peer Mentor	0.5	\$31,200.00	100.00%	\$ 31,200.00
Statistics Clerk	0.5	\$25,000.00	100.00%	\$ 25,000.00
Case Management Specialist	0.5	\$35,000.00	100.00%	\$ 35,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				222,500.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: United Self Help

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
Not Applicable			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: United Self Help

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENT Not Applicable						

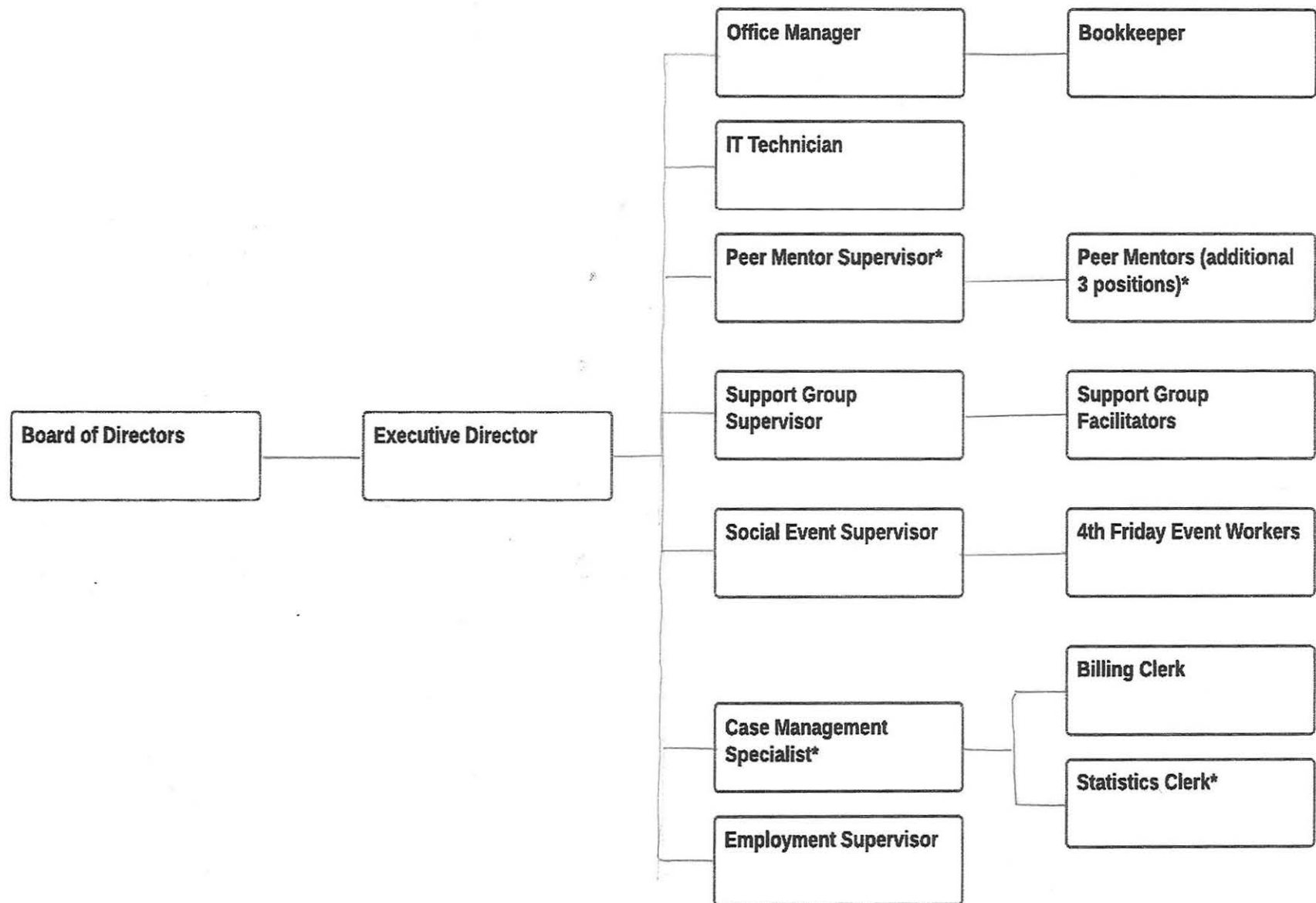
GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: United Self Help

Contracts Total: 76,686

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Substance Use Disorder Continuum of Care		Dept. of Health, Alcohol		
2	Service Array for Adults and Adolescents		and Drug Abuse Division		
3	ASO LOG #21-440-21-1		(ADAD)		
4	150,000 - 73,314 (YTD) =76,686	10/1/21 to 9/30/24		State of Hawaii	76,686
5					
6	Substance Use Disorder Continuum of Care		Dept. of Health, Alcohol		
7	Service Array for Adults and Adolescents		and Drug Abuse Division		
8	ASO LOG #20-148	8/1/19 to 9/30/21	(ADAD)	State of Hawaii	-
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United Self Help Organization Chart



*Positions funded by this request

JOSH GREEN, M.D.
GOVERNOR OF HAWAII
KE KIA'ĀINA O KA MOKU'ĀINA 'O HAWAI'I



KENNETH S. FINK, MD, MGA, MPH
DIRECTOR OF HEALTH
KA LUNA HO'OKELE

STATE OF HAWAII
DEPARTMENT OF HEALTH
KA 'OIHANA OLAKINO
ALCOHOL AND DRUG ABUSE DIVISION
KAKUHIHEWA BUILDING
601 Kamokila Boulevard, Room 360
Kapolei, Hawaii 96707
PH: (808) 692-7506
FAX: (808) 692-7521

In reply, please refer to:
File: DOH/ADAD

January 16, 2024

Mr. Wes Mun
United Self-Help
277 'Ohua Ave.
Honolulu, HI 96815

Dear Mr. Mun:

The State of Hawai'i, Department of Health, Alcohol and Drug Abuse Division, as the Hawai'i Single State Agency (Hawai'i SSA) is pleased to support the United Self-Help (USH) in its effort to grow its infrastructure and service capacity to provide patients being discharged from the Department of Corrections and Rehabilitation and the Hawai'i State Hospital with peer mentoring, educational classes, case management and social opportunities.

We understand that the Grant in Aid application, if approved, will allow USH to add case management, substance abuse counseling and an employment specialist to its outreach programs, groups and educational classes. These are vital components of USH's work with clients from the Hawai'i State Hospital and Department of Corrections and Rehabilitation facilities.

The Hawai'i SSA looks forward to working with and assisting the USH in meeting its programmatic goals.

Sincerely,

John Valera, AICP
Administrator
Alcohol and Drug Abuse Division

JOSH GREEN, M.D.
GOVERNOR
KE KIA'ĀINA



STATE OF HAWAII | KA MOKU'ĀINA O HAWAI'I
**DEPARTMENT OF CORRECTIONS
AND REHABILITATION**
*Ka 'Oihana Ho'omalū Kalaima
a Ho'oponopono Ola*
1177 Alakea Street
Honolulu, Hawaii 96813
808-587-1288

TOMMY JOHNSON
DIRECTOR

Melanie Martin
Deputy Director
Administration

Vacant
Deputy Director
Corrections

Sanna Muñoz
Deputy Director
Rehabilitation Services
and
Programs

No. _____

January 18, 2024

Mr. William S. Bowles
Executive Director
United Self Help
310 Paoakalani Avenue
Honolulu, Hawaii 96815

Re: Grant in Aid, United Self Help
Pilot Recovery and Reentry Program

Dear Mr. Bowles,

The State of Hawaii, Department of Corrections and Rehabilitation (DCR) supports United Self Help (USH) in its efforts to create a pilot program to assist in the recovery and reentry of inmates recently released from the Department's four (4) facilities located on Oahu. This pilot program is also aimed to assist patients being discharged from the Department of Health's Hawaii State Hospital, located on the Windward side of Oahu.

USH's ability to assist in the positive reentry and recovery efforts of these similar and sometimes identical populations would be beneficial to the community, by targeting this population's risks factors for criminal recidivism and/or mental relapse which remains a great concern to both agencies.

DCR remains grateful to USH for continuing its collaborative relationship with DCR. An approval of their Grant-in-Aid application would provide an important community service by addressing the needs of a population that is exempt from receiving publicly funded financial assistance from either of these agencies, once they are released from custody.

Sincerely,


Tommy Johnson
Director