

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

Amanda Pump, President & Chief Executive Officer
PRINT NAME AND TITLE

1/23/2026
DATE



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: CHILD AND FAMILY SERVICE

Issue Date: 01/08/2026

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
FEIN/SSN#: [REDACTED]
UI#: XXXXXX0706
DCCA FILE#: 3042

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:

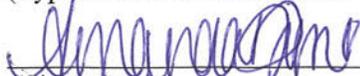
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided; and
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.
- 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 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.

Child and Family Service

(Typed Name of Individual or Organization)


(Signature)

1/23/2026

(Date)

Amanda Pump

(Typed Name)

President & Chief Executive Officer

(Title)

**PUBLIC PURPOSE
PURSUANT TO SECTION 42F-102,
HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The name of the requesting organization or individual:
Child and Family Service
91-1841 Ft. Weaver Rd., Ewa Beach 96706

**Project location: Child and Family Service
91-1841 Ft. Weaver Rd.,
Ewa Beach, HI 96706**

- 2) The public purpose for the grant:

This grant will support emergency shelter, crisis response, and trauma-informed case management for survivors of domestic violence on O'ahu and Hawai'i Island. The project addresses critical public health and safety issues by reducing barriers such as housing instability, economic abuse, and geographic isolation. By enhancing access to safe shelter and supportive services, the program helps survivors and their families regain stability, safety, and self-sufficiency.

- 3) The services to be supported by the grant:

Services supported by this grant include:

- This grant will support the following services for survivors of domestic violence and their children on O'ahu and Hawai'i Island:
- 24/7 emergency shelter operations and crisis hotline response
- Trauma-informed case management using individualized service plans
- Safety planning and support in navigating housing, employment, and financial resources
- Psycho-educational and peer support groups focused on DV recovery, parenting, and life skills
- Warm referrals to healthcare, legal aid, and other community-based services
- Ongoing staff training and supervision to ensure consistent, culturally responsive care across all four shelter sites

- 4) The target group:

This project will serve survivors of domestic violence and their children on the islands of O'ahu and Hawai'i, with a focus on families who face the greatest barriers to safety and stability. These include individuals from rural or isolated areas, Native Hawaiian and Pacific Islander communities, and those experiencing housing instability, financial hardship, or the effects of trauma.

With the support of this \$450,000 grant, Child & Family Service will provide emergency shelter and trauma-informed services to approximately 250 survivors and their families, ensuring access to safety, case management, and pathways toward long-term independence and well-being.

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

Child and Family Service

(Typed Name of Individual or Organization)



1/23/2026

(Signature)

(Date)

Amanda Pump

(Typed Name)

President & Chief Executive Officer

(Title)

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, 2025.

2. Declaration Statement

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

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](#).

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;

Child & Family Service (CFS) is a private nonprofit 501(c)(3) organization that has served Hawai'i's families since 1899, guided by our core values of HOPE: humility, ownership, perseverance, and engagement. With a dedicated team of almost 400 employees and 100 volunteers, CFS delivers over 50 programs and services statewide, designed to strengthen families and foster the healthy development of children.

CFS delivers a broad spectrum of culturally sensitive, relevant, cost-effective, and timely services to individuals of all ages, including keiki and kupuna. All services are grounded in a trauma-informed care model and a goal-directed, strengths-based, and outcomes-driven approach that incorporates evidence-based best practices.

CFS supports Hawai'i's residents in their journey toward self-sufficiency by strengthening family resiliency and protective factors. Our services include:

- Domestic violence (DV) interventions, including abuse shelters and transitional housing for survivors;
- Youth programs that promote protective factors such as substance abuse treatment, relapse prevention, education and life skills support, violence prevention, and cultural enrichment;
- Early childhood services focused on school readiness and the prevention and treatment of child abuse and neglect;
- Family, school, and community-based counseling.

For over 125 years, CFS has maintained a comprehensive, integrated delivery system that provides a wide array of services to families, keiki, and kupuna across the islands of O'ahu, Hawai'i Island, Kaua'i, Maui, Moloka'i, and Lāna'i. In Fiscal Year 2025, we delivered family-centered, culturally sensitive services to 16,402 participants and their families, positively impacting over 117,000 individuals statewide by addressing some of life's most serious social challenges.

Our participants include at-risk youth and adults experiencing DV and living with physical, cognitive, or mental health barriers. CFS offers personalized, evidence-based mental health care, outreach, and access to comprehensive case management, along with referrals to support needs such as suicide prevention, unemployment, finances, housing, and legal issues. We also provide emergency crisis services and high-quality, accessible outpatient mental health care through a participant-centered model. In response to the Maui Wildfires, CFS played a key role in the recovery efforts by delivering vital support to displaced residents, including veterans and National Guardsmen activated to respond to the crisis.

2. The goals and objectives related to the request;

Problem Statement

Survivors of Domestic Violence (DV) in Hawai'i experience significant and compounding barriers to access safe shelter and supportive services necessary to escape their abuser and establish safety, stability, and independence. The barriers survivors encounter include: lack of safe and affordable housing, geographic isolation and limited access to services in rural areas, as well as economic instability and high cost of living.

Social Determinants of Health (SDOH) significantly contribute to both the risk of domestic violence and the barriers survivors face when attempting to access safety and supportive services. Key SDOH impacting survivors in Hawai'i include high poverty rates, high rates of homelessness, the state's exceptionally high cost of living, a lack of affordable housing inventory, and geographic isolation with limited access to resources on O'ahu and Hawai'i Island.

To reduce these barriers and improve access to safety and independence, CFS proposes to maintain and enhance critical case management and safety services through the stabilization and, as funding allows, expansion of program capacity at its four domestic violence shelters—two on O‘ahu and two on Hawai‘i Island. Through this project, CFS will continue to provide 24/7 emergency shelter and crisis response, trauma-informed and culturally grounded case management, and connections to safe and stable housing.

Each shelter will serve DV survivors and their families residing across the entirety of its respective island, including those in rural and geographically isolated areas. We anticipate serving 250 unduplicated survivors through the term of this contract.

Nature and Scope

DV is a serious public health issue in Hawai‘i. Eighteen percent of residents report experiencing physical violence or intimidation from an intimate partner, and 20% are survivors of coercive control or isolation. According to the Hawai‘i State Coalition Against Domestic Violence (2023), nearly 30% of survivors reported that the abuse worsened during the COVID-19 Pandemic.

Certain demographic groups also experience a disproportionate impact, including Native Hawaiian, Filipino, and younger adults, as well as those living in larger or multigenerational households. These communities are also overrepresented in homelessness statistics. In Hawai‘i County, Native Hawaiians represented 70% of the unhoused population, despite comprising only 13% of the general population (HUD, 2022).

Barriers

Lack of Safe and Affordable Housing: Hawai‘i has the nation’s 2nd highest rates of homelessness. Hawai‘i is unique among major U.S. communities battling extreme homelessness, in being predominantly rural (rural areas constitute 94% of Hawai‘i’s total land area). However, despite its rural nature, Hawai‘i mirrors many U.S. Cities with homelessness rates. Having the nation’s highest cost of living, real estate, and rental prices renders nearly half of Hawai‘i’s residents just paychecks away from homelessness (Subica, Sampaga, March 2023).

Intimate partner violence victimization has been established as a major contributor to housing instability and homelessness. Just as Native-Hawaiians are over-represented in Hawai‘i’s homelessness population, they are also over-represented in Hawai‘i’s DV survivor population. A 2024 Needs Assessment completed by the Hawaii Statewide Coalition Against Domestic Violence and CFS’s data on participants served in Domestic Violence programs for the past two years, support this finding.

Lack of Housing Inventory: As of 2024, the median rent for a single-family home in Hawai‘i has reached approximately \$3,000 per month, making

independent housing unattainable for many DV survivors who lack financial stability or have had their economic resources controlled by an abuser (HomeAid Hawai'i).

High Cost of Living and Economic Abuse: Hawai'i remains the most expensive state to live in nationwide, with a cost of living index of 186.2 which reflects elevated costs across key necessities: housing, food, utilities, and transportation (HomeAid Hawai'i). This means that on average, everyday essentials, like rent, groceries, electricity, and gas, cost almost double what they do in other parts of the U.S. This means families in Hawai'i need to earn a lot more just to cover the basics, and for DV survivors, that makes it even harder to afford safe housing or rebuild their lives after leaving an abusive situation.

The exceptionally high cost of living in Hawai'i presents a significant barrier to safety and independence for survivors of DV, particularly those facing housing instability or economic abuse. Survivors often experience economic abuse, where an abuser exerts control over finances, employment, or access to essential resources. This control, compounded by the state's high cost of living, leaves many survivors with limited or no means of establishing independent and safe housing.

Geographic Isolation and scarcity of resources: Hawai'i is the most isolated population center on earth. Due to its location, a significant portion of its consumer products are imported. It's estimated that Hawai'i imports roughly 85-90% of its food. Additionally, Hawai'i relies on imports for various other goods, including petroleum products, vehicles, and a wide range of consumer items. The COVID-19 Pandemic brought Hawai'i close to a food crisis, when the shipment of food tethered as supplier ports in the Continental U.S. closed down.

These barriers are consistent with findings from the Hawai'i Statewide Coalition Against Domestic Violence's November 2024 statewide needs assessment.

Enhancing Access to Safety and Support for DV Survivors through Targeted Case Management

The specific aims of this project are to maintain and enhance critical case management and safety services to improve access to safety and independence for survivors of domestic violence.

CFS's proposed project is intentionally designed to eliminate or reduce barriers that prevent Hawai'i's DV survivors from accessing critical safety and support services by maintaining staff and enhancing services. CFS's goals and objectives directly respond to these challenges through an Ohana/family-centered, trauma informed, and culturally grounded approach. Project funds will support ongoing staff training and professional development to strengthen engagement practices and enhance staff capacity to provide targeted, individualized case management that supports survivors in navigating housing stability, economic independence,

and long-term safety for all program staff. Staff budgeted in this proposal will support program operations for 24/7 emergency hotline and DV shelter services for 250 survivors and their families. Staff will use the trauma-informed RICH (Respect, Information, Connection, Hope) approach to build rapport and engage with survivors in services to provide targeted case management. Our shelters will have on-site Wi-Fi and access to communication devices. Transportation assistance will be offered via bus passes and ride share. If staff are available and additional support is needed, staff are able to utilize program vehicles to help the participant connect to resources.

Goal 1: Enhance Ohana Centered services that are responsive to the unique background needs of each survivor and their children.

- Objective: Upon initial intake into shelter, 100% of survivors that enter a shelter will identify immediate needs and priority needs within 24 hours.
 - Activity A: Strengthen initial needs assessment
 - Activity B: Conduct initial needs assessment
- Outcome: By the time of discharge from the shelter program, 70% of survivors will report that their identified and prioritized needs (including cultural and language-related needs) were met, as measured by a post-discharge survey.

Goal 2: strengthen connections between survivors and project staff through the use of Trauma informed care.

- Objective: Project staff will engage at least 80% of survivors using the RICH approach.
 - Activity A: Project staff perform weekly check-ins.
- Outcome: 80% of survivors will report that their well-being has improved by the time of discharge from the shelter program, as measured by a post-discharge survey.

Goal 3: Improve survivors' ability to access a safe environment.

- Objective: By discharge, CFS will provide case management to 80% of survivors and connect them with a safe and stable living environment.
 - Activity A: Project staff will provide safety planning and case management.
 - Activity B: Survivors will participate in DV education and support groups to learn about DV dynamics, safety concerns, and safety planning.
 - Activity C: All project staff will participate in ongoing training to strengthen targeted case management skills related to housing navigation, economic independence, and survivor self-sufficiency.
- Outcome i: 80% of survivors will report that they have a safe place to go at discharge from the program.
- Outcome ii: By discharge from program, 80% of survivors will have increased their confidence / self-efficacy to help keep themselves and their children safe.

Goal 4: Maintain 24/7 emergency hotline and shelter services.

- Objective: Annually, 250 survivors will receive safe shelter at one of four CFS DV shelters.
 - Activity A: 24/7 emergency hotline services will be provided.
 - Activity B: 24/7 emergency shelter will be provided.
 - Activity C: Survivors will receive provisions to meet all basic needs (food, shelter, clothing, etc.)
- Outcome: 90% of survivors that received emergency services will report increased safety by discharge from the program, as measured by a post-discharge survey.

3. The public purpose and need to be served;

The public purpose of this project is to ensure the safety, stability, and well-being of individuals and families experiencing domestic violence in Hawai'i. Domestic violence survivors face significant barriers in accessing safe shelter and trauma-informed supportive services necessary to escape abusive situations and establish a safe and stable living environment. This project addresses a critical community need by providing trauma-informed counseling and supportive services delivered within CFS's domestic violence shelters, promoting survivor safety, reducing harm, and supporting long-term stability for affected individuals and families on O'ahu and the Island of Hawai'i.

4. Describe the target population to be served; and

The target population for this project are individuals and families experiencing DV on O'ahu and the Island of Hawai'i. DV survivors in Hawai'i experience significant barriers in accessing safe shelter and supportive services which help to create a safe and stable living environment to escape their abuser.

5. Describe the geographic coverage.

Survivors and their children seeking safe shelter on O'ahu and Hawai'i Island will be served through the four CFS shelters located in Honolulu, Leeward O'ahu, East and West Hawai'i.

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;

PROJECT APPROACHES

To provide effective and compassionate services, project staff will utilize the following lenses and frameworks:

Trauma informed: CFS is a Trauma-Informed Care organization. This means that all CFS staff are trained in the Risking Connection® Trauma-Informed Care model for working with individuals and families who have experienced trauma. All the services that CFS offers are delivered through a Trauma-Informed Care approach. This model focuses on the impact of trauma on individuals and families. It provides a foundation for all the work we do with families. It emphasizes the "RICH" approach where we offer "Respect, Information, Connection, and Hope" to those we serve. Staff are trained in and use evidence-based and evidence-informed best practices including Risking Connection®, a trauma-informed care approach, and are skilled in providing case management, education on DV, communication and social skills building, safety planning, linkages to community resources and other relevant information sharing that prevents the reoccurrence of DV.

Ohana "Family Centered": We understand that many of the cultures that we serve are collectivistic and deeply rooted in the family and centered around the family structure and dynamic. Our services are Ohana-centered, which means that we prioritize the needs and experiences of survivors and their children in all aspects of our work. Children are included in services whenever possible. CFS focuses on the Family-Centered Full-Service Model. Shelter staff work with families as a collective unit, ensuring the safety and wellbeing of each family member and identifying the family's strengths and potential for carrying out their responsibilities. Staff are knowledgeable of community resources and are able to collaborate with community and/or neighborhood systems that are directly involved with program participants.

SCOPE OF WORK, TASKS, AND RESPONSIBILITIES

Under this request, Child & Family Service (CFS) will provide 24/7 emergency hotline response, emergency shelter, and targeted, trauma-informed case management services to survivors of domestic violence and their children on O'ahu and Hawai'i Island. Domestic Violence Specialist II (DVS II) staff are responsible for crisis response, intake and assessment, safety planning, development of individualized service plans, ongoing engagement through

regular check-ins, facilitation of support groups, and coordination of referrals to community-based resources. Island Directors provide oversight, supervision, and quality assurance to ensure services are delivered consistently and effectively. Staff participate in ongoing training and professional development to strengthen engagement practices and enhance capacity to support survivors in achieving safety, stability, and independence.

PROJECT ACTIVITIES

GOAL 1

STRENGTHENING INITIAL NEEDS ASSESSMENT

CFS Island Directors and project staff will work to strengthen the initial needs assessment by 7/31/26 (or 30 days from notice to proceed). We will apply evidence-based and current assessment practices while continuously refining the intake process based on the unique and evolving needs of our participants. This approach ensures that our needs assessment remains both rigorous and responsive.

CONDUCT INITIAL NEEDS ASSESSMENT

Within 24 hours of intake, project staff will conduct an initial needs assessment to identify each survivor's immediate and priority needs.

The format will include open-ended questions to find survivors' urgent and high priority needs. Examples of questions may include:

- What survivors and their children are most concerned/worried about right now and what their needs are right now and in the near future,
- Are there specific things or practices that would make the survivors and their families feel safe, comfortable, and respected, and
- What survivors would like project staff to know about them and their children when providing support

GOAL 2

WEEKLY CHECK-INS

Using the RICH (Respect, Information, Connection, Hope) trauma-informed framework, Domestic Violence Specialist II (DVS II) staff will conduct weekly check-ins with survivors. As part of this model, Domestic Violence Specialist II's (DVS II's) will conduct weekly check-ins with survivors. These check-ins will be guided by the RICH framework and will support participants in building communication and social skills, engaging in safety planning, accessing resources, and preventing reoccurrence of domestic violence. Staff delivering these services are trained in evidence-based and evidence-informed practices, including case management, DV education, and trauma-responsive engagement.

GOAL 3**TARGETED CASE MANAGEMENT AND SAFETY PLANNING**

Targeted case management will focus on supporting survivors in improving the safety of themselves and their children, with the ultimate goal of helping them secure safe and stable living environments. In alignment with a trauma-informed and strengths-based approach, targeted case management will also address social determinants of health that may prevent survivors from transitioning to safer environments, including housing access, income, education, healthcare, and social support.

Components of targeted case management include the development of a service plan in partnership with the survivor and their children as appropriate. The service plan details the family's goals, objectives, and steps to achieve their goals and who can help them. During sessions, the DVS II will work with the survivor to identify barriers to achieving their goals and help them to problem solve solutions. Targeted case management sessions are driven by the survivor and what the survivor wants to work on in the program. Provided services are strengths based, trauma informed, and ohana centered. Some things that the DVS II will work on with the survivor include: safe housing and the documents needed to secure said housing, employment and other services and resources, access to healthcare, financial empowerment resources, and safety planning.

Safety planning is a core component of case management. It is a structured, survivor-led process that helps participants assess risk, prepare for high-risk situations, and develop strategies to reduce harm. Safety planning is not a one-time conversation—it is revisited regularly and integrated into each phase of the survivor's journey to ensure responsiveness to changing needs and circumstances. This process builds survivor self-efficacy and helps them make informed decisions about their safety and the safety of their children.

LINKAGES AND REFERRALS

When the survivor has needs that the shelter is unable to meet through the program, the DVS II will provide linkages and referrals to ensure those needs are addressed. Staff recognize that it can be intimidating for survivors to reach out to referral sources on their own. Therefore, staff will help to facilitate linkages with referral sources by contacting sources in advance to ensure that the survivor is eligible to receive services, that the services offered will potentially meet their needs, and that there are staff available to assist the survivor. Additionally, staff may call the referral source with the survivor and/or go with the survivor to meet the community service provider in person based on the survivor's needs and request. Urgent needs that are identified at the initial needs assessment in which the shelter is unable to directly provide, staff will offer survivors referrals and linkages within 72 hours after intake.

EDUCATION AND SUPPORT GROUPS

The first phase of the support group will focus on psycho-educational activities and discussion regarding behavioral, emotional, and physiological impacts of DV. These groups will help survivors become aware of how abuse can impact an individual's wellbeing. Forms of abuse, the power and control wheel, the cycle and dynamics of abuse, and the styles of communication will be discussed to encourage the survivors to become empowered and begin to heal from the trauma they have experienced. Experience has shown that survivors of abusive relationships benefit from sharing their feelings about their situation with peers who have gone through similar trauma. Survivors in these groups have an increased opportunity to practice communication and assertiveness skills through group interaction and to experience the reactions of others in a safe environment. Peer groups also provide survivors with the opportunity to develop an emotional and practical support system or a network that can continue after program services are terminated. Group topics may include but are not limited to: the cycle and dynamics of abuse, power and control, styles of communication, understanding anger and anger management, sexual abuse, substance abuse, effects of abuse on children, parenting skills, self-esteem, adult-child and adult-adult relationships, child development and healthy child rearing practices. Additional group topics that focus on life skills include budgeting, accessing resources, living independently and planning for the future. All our services and groups are designed to empower survivors to take control of their own lives and destiny. Our groups and individual sessions are catered to providing support, advocacy, and knowledge regarding remaining safe. Through constant support, and a RICH approach, staff can empower survivors to improve their psychosocial well-being to be able to cope with the complexity of the issues they are facing. Groups range from one to two hours in length depending on how many survivors attend, and are facilitated by DVS II's.

GOAL 4**24/7 EMERGENCY HOTLINE**

The Domestic Abuse Shelter is staffed 24-hours with at least one awake staff who is responsible for the 24-hour/7-day Domestic Abuse Hotline phone. Depending on day, time, staffing and funding, at least one person will be on shift at the Domestic Abuse Shelter facility and respond to the 24-hour/7-day Domestic Abuse Hotline for all shelters, at all times. Anyone can call the shelter hotline. Some individuals call specifically for information and referral for themselves, a friend and or a family member and others call for themselves to request information and to talk about what they are going through. Regardless of what the needs are and where they are at, the shelter staff will adjust the service and their response to the needs of the caller. For callers who report they are victims of DV and are in need of safe shelter, the DVS II will first focus on assessing if the caller is in a safe place. If the caller is not in a safe place, the DVS II will talk with them about getting to a safe place and will call the police if the caller is in imminent harm. The DVS II will also attempt to get the caller's contact number just in case they are disconnected. Once it is determined that the

caller is in a safe place, the DVS II will invite the caller to share what happened. The DVS II provides supportive listening and focuses on developing a rapport so the caller feels safe and comfortable talking with them. Once the caller has had the opportunity to share what has happened, the DVS II will ask clarifying questions to assess for safety risks and to complete the screening for shelter intake. If the caller meets eligibility criteria, the DVS II will inform them that they have been accepted to the shelter for a 48-hour assessment period. The DVS II informs the caller that the 48-hour assessment period is to determine their needs and if the shelter program can assist with meeting their needs.

24/7 EMERGENCY SHELTER AND PROVISION OF BASIC NEEDS

Staff are awake and present on site 24 hours a day, 7 days a week to operate the shelter facility and attend to the needs of the survivors and their children. Families are provided with a safe place to sleep and all of their basic needs to include: food, clothing, hygiene items, diapers, formula, baby food, etc. Staff are available to provide supportive listening and solution-focused counseling and support.

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

Project Activity Milestones, Outcomes, & Measurements

Milestone	Key Activities & Timeline (if notice to proceed is 7/1/2026)	Outputs & Performance Indicators	Measurement Source	QI & Monitoring
1. Strengthen Initial Needs Assessment	Update and approve trauma-informed ETO needs assessment, including cultural and language-related needs By 7/31/26	Revised ETO assessment activated ≥70% of survivors report identified and prioritized needs were met at discharge	Island Directors and project staff using ETO intake data and Post-discharge survivor survey	Leadership review; 90-day post-launch supervisory feedback
2. Implement Updated Needs Assessment	Train staff; integrate assessment into intake; conduct supervisory check-ins Training: 8/31/26 Ongoing	100% staff trained; ≥90% intakes completed Needs inform service planning	Island Directors and project staff using ETO intake & service records; Post-discharge survivor survey	Quarterly chart reviews; refresher training as needed

Milestone	Key Activities & Timeline (if notice to proceed is 7/1/2026)	Outputs & Performance Indicators	Measurement Source	QI & Monitoring
		≥80% report improved well-being at discharge		
3. Apply R.I.C.H. Trauma-Informed Engagement	Refresher training; use R.I.C.H. in check-ins; document progress Start: 7/1/26 Ongoing	≥90% files include documented check-ins ≥80% report improved well-being ≥80% report increased confidence/self-efficacy	DVS II using case progress notes; Post-discharge survivor survey Program Supervisors and Program Directors will serve as backup	Supervisory review of notes; reflective coaching
4. Targeted Case Management	Staff training Work with survivor on identifying needs, barriers, goals and plans to reach goals Start: 7/1/26 Ongoing	250 Information and warm referral will be provided to survivors to gain access to resources Completed service plans with goals and actions to meet goals identified 80% of participants will make progress in their goals identified in their service plan	DVS II using case progress notes; Post-discharge survivor survey Program Supervisors and Program Directors will serve as backup	Supervisory review, Quarterly chart reviews, survey trend analysis
5. Support Safety Planning & Discharge Readiness	Provide safety planning, housing referrals, and discharge planning Ongoing	Safety plans and discharge documentation completed ≥80% report safe place to go at discharge ≥90% receiving emergency services report increased safety	DVS II using Safety Plans; Discharge records; notes; Post-discharge survivor survey Program Supervisors and Program Directors will serve as backup	Discharge file reviews; survey trend analysis

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

CFS, accredited by the Council on Accreditation since 1980, maintains high service standards through a comprehensive Performance and Quality Improvement (PQI) system. The PQI Committee and subcommittees (e.g., Administrative Departments, Risk Management, Outcomes) meet quarterly to assess trends, identify training needs, and monitor goal progress. Feedback from participants, community partners, grievances and outcome data is systematically collected and used to inform improvements.

Upon award, Contract Implementation Reviews will establish the foundation for successful programming. Case record audits will assess ongoing compliance and service quality. Program staff collect key data, which is compiled and analyzed by program leadership, reviewed by Island Directors, and submitted in contract reports. QA staff provide an additional layer of support by identifying trends and providing support to programs.

CFS utilizes Efforts to Outcomes (ETO), a HIPAA-compliant electronic health record system, to track client demographics, services, goals, and outcomes allowing for systematic reporting to funders. Supervisors conduct biweekly case reviews and QA staff use a standardized Chart Compliance Checklist to ensure accuracy and completeness.

These quality assurance activities will be applied specifically to the domestic violence shelter and case management services supported under this request to ensure fidelity to the proposed scope of work and achievement of stated outcomes.

CFS undergoes an annual independent audit to ensure compliance with GAAP, federal/state regulations, and contract terms. Fiscal and program leaders review budgets monthly. CFS maintains all required documentation such as project files, fiscal records, staff time sheets, outcome data in secure electronic files. These materials are readily available for monitoring and audits. This system ensures trauma-informed, accountable, and effective DV services that meet the highest standards of quality, compliance, and care.

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.

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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 2027.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$90,000	\$120,000	\$120,000	\$120,000	\$450,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.

See GIA form page 10 – Child & Family Service Unsecured Funding Sources

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.

No state or federal tax credits have been applied for or received within the past three years. There are also no current or anticipated applications for state or federal tax credits related to capital projects. Should future opportunities align with the organizational goals and capital needs, such options may be considered. However, no applications are planned or pending at this time.

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 2027 for program funding.

See attached GIA form page 10 – Child & Family Service Secured Funding Sources

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.

See attached.

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.

The proposed staff are highly skilled and knowledgeable about the many aspects of working with families who are affected by DV and other challenges. These areas of skills, abilities, and knowledge help to address these complex needs and include, but are not limited to:

Empowering Accountability, Advocacy & Safety: Staff recognize that for individuals and families to make positive changes in their lives, they must develop self-efficacy and accountability for their situation. In order to achieve self-efficacy, survivors need to build their self-esteem, knowledge of options and possibilities, and the tools needed to access these options. Program staff are experts at building rapport and providing opportunities for survivors to recognize their strengths and abilities. Rather than informational sessions and explanations, staff will practice and provide hands-on experiences for survivors. This method builds strong partnerships and alliances between staff and the survivors and their families. When a survivor's successes are acknowledged, they feel empowered to take accountability for making important decisions. This builds courage to advocate for their choices and believe that they have a right to a safe, abuse-free life.

Individualized Services: CFS delivers trauma-informed, individualized services tailored to the unique needs of each survivor and family. During intake, staff conduct comprehensive assessments to identify barriers, strengths, and protective factors. This process includes building rapport with survivors, exploring relevant community resources, and co-developing an Individualized Service Plan (ISP) grounded in each survivor's goals and priorities.

Staff apply a strengths-based approach to help survivors navigate and reduce barriers by leveraging both internal and external supports. Survivors are encouraged to share personal experiences and identify community resources they trust, reinforcing their autonomy and ability to access services independently. Staff model advocacy strategies and partner with survivors to make warm referrals and build strong provider relationships across the islands.

Service planning is dynamic and responsive. As survivors complete objectives or experience changes in circumstance, staff revisit and revise ISPs to reflect new goals. Survivors are supported in setting achievable objectives tied to specific timelines and informed by their assessed needs, ultimately promoting long-term stability, safety, and self-determination for themselves and their families.

Crisis Support & Safety Plans: Our staff are distinctly aware of victims in crises and understand the importance of dissipating the crisis symptoms by quickly establishing trust to develop Safety Plans, providing emotional support and identifying immediate solutions. Our staff are skilled in motivational interviewing and establishing therapeutic rapport. Through our strengths-based services, we reinforce preventative supports and strategies to avoid moments of desperation

leading to a crisis. Staff understand the dynamics of DV and how it impacts individuals and families. Staff are very attuned to the safety needs of all survivors receiving DV services. Staff are experienced at walking survivors through the process of safety planning, including what questions to ask, and various things to consider, such as: what documents to have together, who they can call for support, etc.

Empowering Self-Sufficiency: Staff are skilled at utilizing evidence-based/evidence-informed curricula to teach vital coping, safety, and problem-solving skills. Program participants are empowered and supported to move toward greater self-sufficiency through therapeutic alliances formed with staff. Staff are experienced with partnering with participants to set goals and objectives for achieving greater self-sufficiency. Staff are knowledgeable about financial empowerment and housing resources and experienced in linking participants to these resources.

Supporting Rural Populations: Hawai'i Island is rural, isolated and has limited resources. Our community resources are invaluable and depended upon more than in communities where there are multiple providers to choose from. DV staff are knowledgeable of the resources available on the island and have developed good working relationships with resource providers. Staff in The Domestic Violence programs work closely with other community resource providers to piece together limited resources and are willing to step up to fill gaps for the survivors that we serve.

Over the past three years, Child & Family Service has continuously administered multiple state, federal, county, and judicially funded domestic violence programs, including emergency shelters, transitional housing, 24-hour crisis hotlines, targeted case management, coordinated entry, and survivor advocacy services across O'ahu, Hawai'i Island, Kaua'i, Moloka'i, and Maui.

Funding sources during this period include the Hawai'i Department of Human Services, Department of the Attorney General (Crime Prevention and Justice Assistance Division), County of Hawai'i, U.S. Department of Justice (OVW and OVC), U.S. Department of Health and Human Services (ACF), U.S. Department of Housing and Urban Development, the Judiciary of the State of Hawai'i, and community-based partners. CFS has consistently met contractual service requirements, fiscal accountability standards, reporting obligations, and performance expectations across these contracts.

The table below identifies verifiable relevant experience in the past three years for the proposed services:

Program Name/Description of Service	Contracting Agency/ Contact Person/ Email/Phone	Service Area	Current/Recent Contract Period
<p>Domestic Violence Shelter and Transitional Housing – Leeward, Honolulu, West Hawaii and East Hawaii Domestic Abuse Shelters – O’ahu, East Hawaii and West Hawaii. CFS operates four domestic violence shelters and 24 – hour crisis hotline for victims of domestic violence and their children.</p>	<p>Department of Human Services Kimberly Ayala kayala@dhs.hawaii.gov (808) 586-5687</p>	<p>Leeward Oahu Central Oahu East Hawaii West Hawaii</p>	<p>12/28/2020-06/30/2026</p>
<p>Domestic Violence Services for Families This program works with families involved in the child welfare system who are also experiencing domestic violence. Program staff work with the survivors, their children, and batterers to develop a comprehensive service plan for each family member with the ultimate goal of eliminating domestic violence and ensuring the safety of the children. (Since 2013 previously under DV Services for Survivors and DV Services for Batterers)</p>	<p>Department of Human Services Kimberly Ayala kayala@dhs.hawaii.gov (808) 586-5687</p>	<p>Leeward Oahu East Hawaii West Hawaii Kauai Molokai</p>	<p>07/01/2021-06/30/2027</p>
<p>Domestic Abuse Shelter and Transitional Housing (House of Hope Pet Place) The purpose is to provide specific support services and to survivors with pets seeking safety. Funding also supports pet-friendly shelter modifications.</p>	<p>U.S. Department of Justice Office of Justice Programs Office for Victims of Crime Victoria Jolicoeur victoria.jolicoeur@usdoj.gov (202) 307-5134</p>	<p>Leeward Oahu</p>	<p>10/01/2023-09/30/2026</p>
<p>From Crisis to Hope: Using the TTS model to empower DV Survivors Using the TTS model to empower DV survivors and individuals at risk for DV to improve their social determinants of health, to increase positive outcomes</p>	<p>Department of the Attorney General Felix Mata felix.s.mata@hawaii.gov (808) 586-1153</p>	<p>Hawaii Island</p>	<p>06/01/2024-05/31/2026</p>

<p>Domestic Violence Coordinated Entry System The DV CES is a centralized and coordinated system to ensure transparency, consistency and coordination between housing providers and survivors. It is developed with a person-centered approach to ensure that survivors of domestic violence receive access to the most appropriate services and housing resources available. The DV CES is designed to reduce the stress of being homeless as a result of domestic violence by limiting the assessments and interviews to only the pertinent information necessary to resolve the survivor's housing crisis.</p>	<p>Partners in Care Sharon Baillie, Operations and Planning Manager sbaillie@auw.org (808) 543-2246</p>	<p>Oahu</p>	<p>11/01/2024-10/31/2026 11/01/2023-10/31/2024 09/01/2022-08/31/2023</p>
<p>Hale Kahua Pa'a Transitional Housing Program in East Hawaii Provides transitional housing for victims of domestic violence in East Hawaii.</p>	<p>Office of Violence Against Women Sharon Elliott Program Manager Sharon.Elliott@usdoj.gov (202) 353-5847</p>	<p>East Hawaii</p>	<p>10/01/2023-09/30/2026</p>
<p>Domestic Violence Advocacy (Statewide, except on Kauai) Provides support, advocacy, and counseling for those who are receiving TANF or TAONF to overcome barriers to self-sufficiency in Hilo, Kona, Maui and Oahu.</p>	<p>Department of Human Services Kimberly Arista karista@dhs.hawaii.gov (808) 586-7060</p>	<p>Statewide, except on Kauai)</p>	<p>01/01/2022-06/30/2025</p>
<p>Family Violence Prevention (Ka La Hiki Ola) This program increases public awareness about primary and secondary prevention of Domestic Violence by providing supportive services to victims of domestic violence and their dependents; and proving training to domestic violence programs across Hawaii.</p>	<p>U.S. Department of Health and Human Services Administration for Children and Families Mr. Maurice Hendrix Senior Family Violence Program Specialist maurice.hendrix@acf.hhs.gov (202) 690-5589</p>	<p>Oahu Hawaii Island</p>	<p>09/30/2020-06/30/2025</p>

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.

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.

Services for this project will be provided at CFS's Four Shelters-two located on Hawai'i Island and two located on the island of Oahu. All shelters are ADA compliant, fenced and gated, and have surveillance cameras for enhanced safety. All shelters are supported by CFS's Facilities Department to ensure routine maintenance and repairs are made as needed. The program staff have taken special care to create warm, welcoming, and therapeutic spaces that promote healing and create environments where survivors and their children can feel safe, comfortable and thrive.

West Hawai'i Shelter

The Shelter in West Hawai'i provides four bedrooms with a total of 21 beds for families who enter the program. In addition to the four bedrooms, each room has a full bathroom to accommodate the residents who share the bedroom space. One bedroom is specifically geared towards housing single women and women with disabilities. Two rooms are ADA compliant. The facility also has an ADA ramp for easy access in/out of the Shelter. In addition to the program participant areas, the shelter also has two offices, a playground and a children's room. These offices are used for intake and exit interviews to provide participant confidentiality, case management, and individual counseling. The Shelter also provides our residents with a laundry facility, full kitchen, and a large living and dining room area. On-site storage containers hold furniture items, clothing, and household miscellaneous items. These items are donated throughout the year from the West Hawai'i community members who support the Shelter. There is a gate, cameras and surveillance system for added safety of the premises.

East Hawai'i Shelter

The East Hawai'i Domestic Abuse Shelter is in a two-story home on approximately three acres in an agricultural/residential area of East Hawai'i and is set off from the roadway. It has three full bathrooms, four bedrooms and a total of 20 beds. The downstairs of the Shelter facility has a laundry area and children's playroom that is accessed through the covered double car garage entrance. A comfortable-sized living room with an adjoining ADA bathroom is accessible via the laundry area and children's play space, with a short walkway that connects into the spacious kitchen area. There is an adjoining dining room and pantry which is also accessible via an entrance off the side of the kitchen that exits into the side yard of the property. In addition, one large office and a small counseling room are available for case management and counseling services. The office is fully equipped with phones, computers, fax and resource information that can be offered to survivors. The small counseling room provides a therapeutic environment in a confidential setting. Groups for both children and adults are held in the living room. The Shelter facility is ADA compliant by having

an ADA ramp which leads to the lower floor where an ADA bedroom is located. There is a gate and surveillance system for added safety.

Leeward Oahu Shelter

Located at a confidential site, the Leeward Domestic Abuse Shelter, known as the House of Hope, is a unique, multi-structure facility on O'ahu. The secure, ADA-compliant campus includes three buildings: the emergency shelter, a transitional housing complex, and an administrative building that houses offices, dining areas, and recreation space. The site meets all federal and state building, fire, health, and safety codes.

Security is maintained through locked gates, accessible only to program staff. The vehicle gate is operated remotely from the office, and the property is monitored 24/7 through a video surveillance system. A 10-space parking lot is enclosed, ensuring participant privacy.

The shelter includes five bedrooms with a total of 25 beds, two large bathrooms, a communal kitchen, and a spacious living area. A playroom filled with age-appropriate toys supports child development and is refreshed quarterly by volunteers. Outside, families have access to a garden, a shaded playground, laundry facilities, and patio seating designed to support wellness and connection.

The administrative building features three private offices for confidential meetings and a 24-hour resource room stocked with computers, applications, printers, games, arts and crafts, and essential donations. Group services take place in the living area, playroom, or resource room. Childcare and flexible scheduling are offered to ensure that survivors can fully participate.

Transitional housing units are located along the perimeter of the property and include a shared living room and kitchen, along with eight studio apartments. All areas are air-conditioned and equipped with Wi-Fi. The address remains confidential to protect the safety and security of survivors.

Central Oahu Shelter

The Central Domestic Abuse Shelter provides safe, trauma-informed shelter for survivors and their children in a secure, ADA-compliant facility that operates similarly to the Leeward House of Hope. Located at a confidential site, the shelter consists of nine bedrooms, including one converted into a computer lab for participant use, and one fully ADA-accessible room with a private bathroom. Two additional shared bathrooms are available for participant use.

The shelter is designed to foster healing, privacy, and access to essential supports. It includes two living areas, a fully equipped communal kitchen, laundry facilities, and a designated recreation and playroom for children. Confidential meeting spaces are available to support individual counseling, case management, and safety planning.

The facility also includes two private offices for staff, a staff restroom, a group room for support sessions or life-skills classes, and ample storage space for donations, supplies, and program materials. The shelter operates 24 hours a day, seven days a week, with trained staff on site at all times to ensure safety, provide emotional support, and respond to emerging needs.

The facility fully meets ADA requirements and is in compliance with all applicable state and federal regulations for building, fire safety, and public health. For additional protection, the property is enclosed with fencing and a locked gate to safeguard the privacy and security of shelter residents.

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.

Proposed Staffing Pattern

The proposed staffing plan is intentionally designed to both advance equity and measurably increase access to trauma-informed services for survivors of domestic violence and their children across urban, rural, and neighbor-island communities. This project will be staffed by six Domestic Violence Specialists II (DVS II), totaling 3.75 FTE. One full-time and one part-time DVS II will support the East Hawai'i Shelter; one full-time and one part-time DVS II will support the Honolulu and Leeward Shelters; and two part-time DVS II positions will serve the West Hawai'i Shelter.

This staffing distribution is intentionally structured to expand service availability, reduce wait times, and increase survivor access to safety and targeted case management services—particularly for survivors in rural and underserved communities who have historically faced limited access to support. DVS II staff will provide trauma-informed, survivor-centered, and culturally responsive wrap-around targeted case management services that directly address the barriers survivors face including limited availability of safe and affordable housing, lack of transportation in rural areas, financial instability, childcare needs, language and cultural barriers, system complexity, and the long-term impacts of trauma.

Through individualized safety planning, crisis intervention, housing navigation, systems advocacy, and coordinated referrals, DVS II staff actively work collaboratively with survivors to reduce barriers and support progress toward sustain safety, stability, and self-sufficiency. By increasing staffing capacity

across shelter sites, CFS strengthens its ability to engage survivors earlier, respond more quickly to safety needs, and provide consistent, ongoing support throughout their shelter stay and transition to community-based living. Flexible, wrap-around targeted case management allows staff to meet survivors where they are—both geographically and emotionally—supporting survivor-defined goals, self-determination, and cultural identity. This approach is particularly critical for Native Hawaiian, Pacific Islander, immigrant, and low-income survivors, as well as families living in isolated rural communities where access to housing, transportation, employment, and supportive services is limited.

Programmatic oversight and accountability are ensured through a layered supervision structure that strengthens service quality and staff effectiveness across all shelter sites. Two Program Directors (PD), one supporting the O’ahu shelters and one supporting the West Hawai’i Shelter, and one Program Supervisor II (PS II) assigned to the East Hawai’i Shelter will provide direct supervision to DVS II staff. Each supervisory position is allocated at 0.05 FTE to this project and is responsible for trauma-informed supervision, staff coaching, performance oversight, and ensuring that services are delivered in alignment with equity-centered and culturally responsive practices.

In addition, a Director overseeing East Hawai’i, West Hawai’i, and O’ahu programs is allocated at 0.025 FTE to provide senior-level oversight, support continuous quality improvement, and ensure fiscal and programmatic compliance. This role promotes cross-island coordination and consistency in service delivery, Funding for these positions is necessary and critical to sustaining current service capacity. By increasing access to safety, reducing barriers to independence, and improving outcomes for survivors of domestic violence and their children we are supporting families in moving toward safer, more stable, and self-determined lives.

Personnel Qualifications & Experience (Chart)

East Hawaii

Name & Position	Minimum Qualifications Required	Staff Qualifications & Experience
Christine Fliniau – Director of East Hawaii Programs	Masters Degree in the Human Services area. Five years post masters supervisory and administrative experience in community and service agencies. Experience with domestic violence, substance use, child abuse/neglect. Clinical license preferred.	Masters in Public Health, and over 11 years of experience providing oversight of domestic violence programs and providing direct service to survivors of domestic violence.
Gordlynn Dias – Program Supervisor II	Masters Degree in social work, psychology, or any relevant behavioral health	Bachelors Degree in criminal justice and over 13 years experience in probation case

	field from an accredited school. Over two years of experience and one year of administrative or supervisory experience. Over two years of work experience in DV or related field, working with children, and knowledge of DV effects on children.	management, two of which were supervisory. Has over 8 years of direct service work with survivors of DV. Education waiver for experience in place of Masters Degree
Dayna Hue-Singh – Domestic Violence Specialist II	Four-year college degree from a school accredited by a recognized accrediting agency. Two or more years of experience working in domestic violence or related field.	AA in Liberal Arts and Bachelors in Social Work in progress. Over 8 years of direct experience working with survivors of domestic violence and their children, providing crisis intervention, safety planning, advocacy, coordination with child welfare and community partners and supportive services within a trauma-informed framework. Experience supporting at-risk families navigating complex trauma, housing instability, and safety concerns. Works closely with multidisciplinary partners to promote survivor stability, ensuring services are delivered in a manner that prioritizes safety, dignity, and empowerment.
Tanya Knowlton – Domestic Violence Specialist II	Four-year college degree from a school accredited by a recognized accrediting agency. Two or more years of experience working in domestic violence or related field.	Associates degree in Human and Social Services. Over two years providing domestic violence related services. Waiver for education requirement approved.

West Hawaii

Name & Position	Minimum Qualifications Required	Staff Qualifications & Experience
Rachel Aurora Papali'i – Director of West Hawaii Programs	Masters Degree in the Human Services area. Five years post masters supervisory and	Ph.D. in Counseling Education & Supervision, Masters in Counseling. Over 20 years in non-profit agency work providing

	administrative experience in community and service agencies. Experience with domestic violence, substance use, child abuse/neglect. Clinical license preferred.	services in areas of DV, TRO/court advocacy, case management, and group facilitation. LMHC in progress.
<i>VACANT – Program Director II</i>	Master's Degree in Human Services and over four years post master's experience in supervision and administration. Strong leadership skills in community or social services settings; two years experience in providing counseling and supportive services.	
Cilla Behic – Domestic Violence Specialist II	Four-year college degree from a school accredited by a recognized accrediting agency. Two or more years of experience working in domestic violence or related field.	High school diploma plus 15 years in the medical field performing tasks such as mental health screenings, coordination of care, and intake/interviews. Of those 15 years, 13 have been working with high-risk populations. Has been DVS II with CFS for four years. Waiver for education requirement approved.
Camelia Crivello – Domestic Violence Specialist II	Four-year college degree from a school accredited by a recognized accrediting agency. Two or more years of experience working in domestic violence or related field.	Six years experience providing DV service at the CFS West Hawaii Domestic Abuse Shelter. Waiver for education requirement approved.

Oahu

Name & Position	Minimum Qualifications Required	Staff Qualifications & Experience
<i>VACANT – Director of Oahu Programs</i>	Masters Degree in the Human Services area. Five years post masters supervisory and administrative experience in community and service	N/A

	agencies. Experience with domestic violence, substance use, child abuse/neglect. Clinical license preferred.	
Rosanna Daniel-Kanetake – Program Director II	Master’s Degree in Human Services and over four years post master's experience in supervision and administration. Strong leadership skills in community or social services settings; two years experience in providing counseling and supportive services.	Masters in Psychology and over 30 years working in social services. Over 15 years experience working with survivors of DV. Oversees two Domestic Abuse Shelters on O’ahu encompassing site management as well as food pantry organization and distribution.
Alba Dominguez-Pacheco – Domestic Violence Specialist II	Four-year college degree from a school accredited by a recognized accrediting agency. Two or more years of experience working in domestic violence or related field.	Bachelors degree in Social Work and three years experience in the human services field providing DV and crisis counseling and interpretation services. Two years of supervisory experience.
Satomi Okubo – Domestic Violence Specialist II	Four-year college degree from a school accredited by a recognized accrediting agency. Two or more years of experience working in domestic violence or related field.	Bachelors degree in Policy Management and three years experience working in CFS’s Domestic Abuse Shelter providing case management, interpretation services, and facilitating DV support groups.

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.

The proposed staffing structure for the Project was developed in order to ensure the highest quality services provided to domestic violence survivors and their family members at our four domestic abuse shelters on Hawaii Island and O’ahu. Our experience running this program has given us ample opportunity to learn the most efficient and effective staffing pattern. As a result, we have staffed the program based on the unique needs of each island. We are familiar with the types of individual and family needs associated, and have ensured that there are sufficient direct service staff and administrative support allocated to meet the needs of the projected survivors and their family members.

The budgeted staffing pattern includes supervisor positions to provide oversight and support for the staff providing direct services to our participants. Because CFS is an accredited organization it is essential that these positions are included in the program budget (even at a minimal amount) as they help the program and the organization to meet accreditation standards and ensure ongoing program support and Best Practice.

CFS provides the infrastructure and support to manage programs effectively. This support is provided through a number of mechanisms including direct supervision and guidance from the Chief Program Officer, the Performance and Training Department, Grants Department, the Fiscal Department, the strategic planning process, the CFS communication plan, and senior management.

CFS's statewide organization charts attached shows how the Domestic Abuse Shelter program fits within the organization. The program specific organization chart specific for the this project is also attached and show lines of authority, position titles, names, and full-time equivalency assigned to this project.

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.

1. CEO and President: \$200K to \$370K
2. Chief Advancement Officer: \$180K to \$200K
3. Chief Finance Officer: \$160K to \$200K

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.

CFS is currently named as a defendant in a case pending before the Circuit Court of the First Circuit, State of Hawai'i. Due to protective and confidentiality orders entered in the case, and the ongoing nature of the proceeding, we are unable to disclose further details. There is no outstanding judgment against CFS, and we do not anticipate any material impact on our operations, financial standing, or ability to carry out the objectives of this proposal.

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.

CFS has successfully completed the Council on Accreditation (COA) reaccreditation process. Our current accreditation remains valid through December 31, 2025, and we are awaiting formal confirmation of our renewed accreditation through December 31, 2029.

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.

CFS will not utilize this grant to support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027, but
- (b) Not received by the applicant thereafter.

Sustainability Plan

If GIA funding is awarded for FY 2027 but not renewed thereafter, CFS will sustain the core activities supported under this request by prioritizing these services within its existing funding portfolio and implementing the strategies outlined below.

CFS has a long-standing history of providing responsive, survivor-centered services to individuals and families impacted by DV. For decades, CFS has remained present during moments of crisis and throughout survivors' longer-term journeys toward safety, stability, and independence. While GIA funding is critical to the success of this project, CFS is deeply committed to sustaining these services beyond the grant period through intentional planning, diversified resources, and strong community partnerships.

Our sustainability strategy includes the following components:

- **Diversified and braided funding streams:** CFS actively pursues a balanced mix of federal, state, county, and private grant funding, alongside individual and community-based donor support. We maintain strong, long-standing relationships with local funders while continuously seeking new funding opportunities aligned with survivor safety, housing stability, and family well-being. Our development efforts also include community fundraising campaigns and strategic partnerships that raise both resources and awareness of DV issues in Hawai'i County.
- **Advocacy for true cost and system sustainability:** CFS participates in a local True Cost Coalition and engages funders, policymakers, and state and county leaders in transparent conversations about the real costs of operating a 24/7 crisis line, emergency shelter, and comprehensive survivor support services. By advocating for funding that reflects the full scope and complexity of this work, CFS helps strengthen not only this program, but the broader safety-net system.
- **Strategic collaboration and in-kind support:** CFS collaborates closely with community-based organizations, law enforcement, courts, hospitals, and other service providers to ensure survivors receive coordinated, trauma-informed care without duplication of services. These partnerships increase efficiency, strengthen referral pathways, and enhance continuity of care. In-kind contributions—including donated supplies, professional services, and volunteer support—help reduce operational costs while expanding program capacity.
- **Commitment to core 24/7 safety-net services:** CFS's crisis response, advocacy, and shelter services are foundational to our mission and safety-net programming. We prioritize maintaining adequate staffing for these essential roles as we build and expand future programming, ensuring uninterrupted access to life-saving supports for survivors and their children.
- **Data-driven impact and survivor-centered outcomes:** CFS collects and analyzes program data alongside survivor stories to demonstrate meaningful outcomes for individuals, families, and the broader community. These data and narratives strengthen ongoing fundraising efforts, inform continuous quality improvement, and honor the resilience and autonomy of survivors who have rebuilt their lives.
- **Workforce investment and retention:** CFS invests in staff and interns through ongoing training, professional development, supervision, and supportive workplace practices. By prioritizing staff well-being, flexibility, and growth, CFS strengthens retention and institutional knowledge—both of which are critical to sustaining high-quality, trauma-informed services over time.

Through these combined strategies, CFS is well-positioned to sustain this project beyond GIA funding and to continue meeting the urgent and long-term needs of survivors of DV in our community.

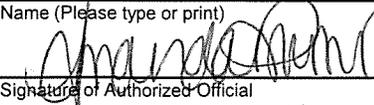
Financial Sustainability

CFS will sustain this project through a combination of continuation funding, cost-sharing, and strategic allocation of unrestricted and complementary resources. As grant funds taper, CFS will incrementally absorb allowable program costs—such as staffing, training, and operational expenses—through braided funding from existing federal, state, and county contracts, private grants, and community-based fundraising. Where appropriate, CFS will leverage in-kind contributions and shared infrastructure across programs to reduce duplication and maximize efficiency. This blended financing approach allows CFS to maintain core services, stabilize staffing, and ensure continuity of care for survivors beyond the grant period.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Child & Family Service

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	222,876			
2. Payroll Taxes & Assessments	23,112			
3. Fringe Benefits	38,185			
TOTAL PERSONNEL COST	284,173			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	2,828			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	18,000			
5. Staff Training	40,000			
6. Supplies	1,200			
7. Telecommunication				
8. Utilities	12,000			
9. Audit	707			
10. Provisions	18,000			
11. Participant Assistance	1,500			
12. Auto Expenses	3,510			
13. Mileage	1,200			
14. Printing & Publication	360			
15. Repairs & Maintenance	10,800			
16. Administrative Support	55,722			
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	165,827			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	450,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	450,000	Megan Afaga	808-681-1542	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			Date	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET	450,000	Amanda Pump	President and CEO	
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2026 to June 30, 2027

Applicant: Child & Family Service

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Director of East Hawaii Programs	1	\$126,531	2.50%	\$ 3,163.00
Director of Oahu Programs	1	\$126,531	2.50%	\$ 3,163.00
Director of West Hawaii Programs	1	\$109,995	2.50%	\$ 2,750.00
Domestic Violence Specialist II	1	\$54,124	100.00%	\$ 54,124.00
Domestic Violence Specialist II	1	\$54,124	50.00%	\$ 27,062.00
Domestic Violence Specialist II	1	\$54,124	100.00%	\$ 54,124.00
Domestic Violence Specialist II	1	\$54,124	20.00%	\$ 10,825.00
Domestic Violence Specialist II	1	\$54,124	60.00%	\$ 32,474.00
Domestic Violence Specialist II	1	\$54,124	45.00%	\$ 24,356.00
Program Director	1	\$80,853	5.00%	\$ 4,043.00
Program Director	1	\$70,723	5.00%	\$ 3,536.00
Program Supervisor II	1	\$65,127	5.00%	\$ 3,256.00
				\$ -
				\$ -
TOTAL:				222,876.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: Child & Family Service

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: _____ Child & Family Service _____

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	0					
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: _____ Child & Family Service - Unsecured Funding Sources _____ Contracts Total: 1,975,450

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Domestic Abuse Shelters – East Hawaii. CFS operates two domestic violence shelters on Hawaii Island and 24 – hour crisis hotline for victims of domestic violence and their children	Unsecure	Department of Human Services	State	345,250
2	Domestic Abuse Shelters – West Hawaii. CFS operates two domestic violence shelters on Hawaii Island and 24 – hour crisis hotline for victims of domestic violence and their children	Unsecure	Department of Human Services	State	345,250
	Domestic Abuse Shelters – Oahu (Central). CFS operates two domestic violence shelters on Oahu and 24 – hour crisis hotline for victims of domestic violence and their children	Unsecure	Department of Human Services	State	464,975
3	Domestic Abuse Shelters – Oahu (Leeward). CFS operates two domestic violence shelters on Oahu and 24 – hour crisis hotline for victims of domestic violence and their children	Unsecure	Department of Human Services	State	464,975
5	AG VAWA- Hilo & Kona - This contract provides supplemental funding to assist with strengthening the case management and support services for the Domestic Abuse Shelters in East and West Hawaii.	Unsecure	Attorney General	State	200,000
6	COH Waiwai - Nonprofit Grant Program (Domestic Abuse Shelters) Domestic violence shelters and 24-hour crisis hotline for victims of domestic violence and their children in East Hawaii and West Hawaii.	Unsecure	County of Hawaii	County	50,000
7	Domestic violence shelters and 24-hour crisis hotline for victims of domestic violence and their children in East Hawaii and West Hawaii.	Unsecure	County of Hawaii	County	105,000
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GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: _____ Child & Family Service _____ Secured Funding

Contracts Total: 166,656

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Domestic Abuse Shelter and Transitional Housing (House of Hope Pet Place) The purpose is to provide specific support services and to survivors with pets seeking safety. Funding also supports pet-friendly shelter modifications.	10/01/2026- 09/30/2027 Secured-Pending	Department of Justice Office of Victims of Crime	Federal	166,656
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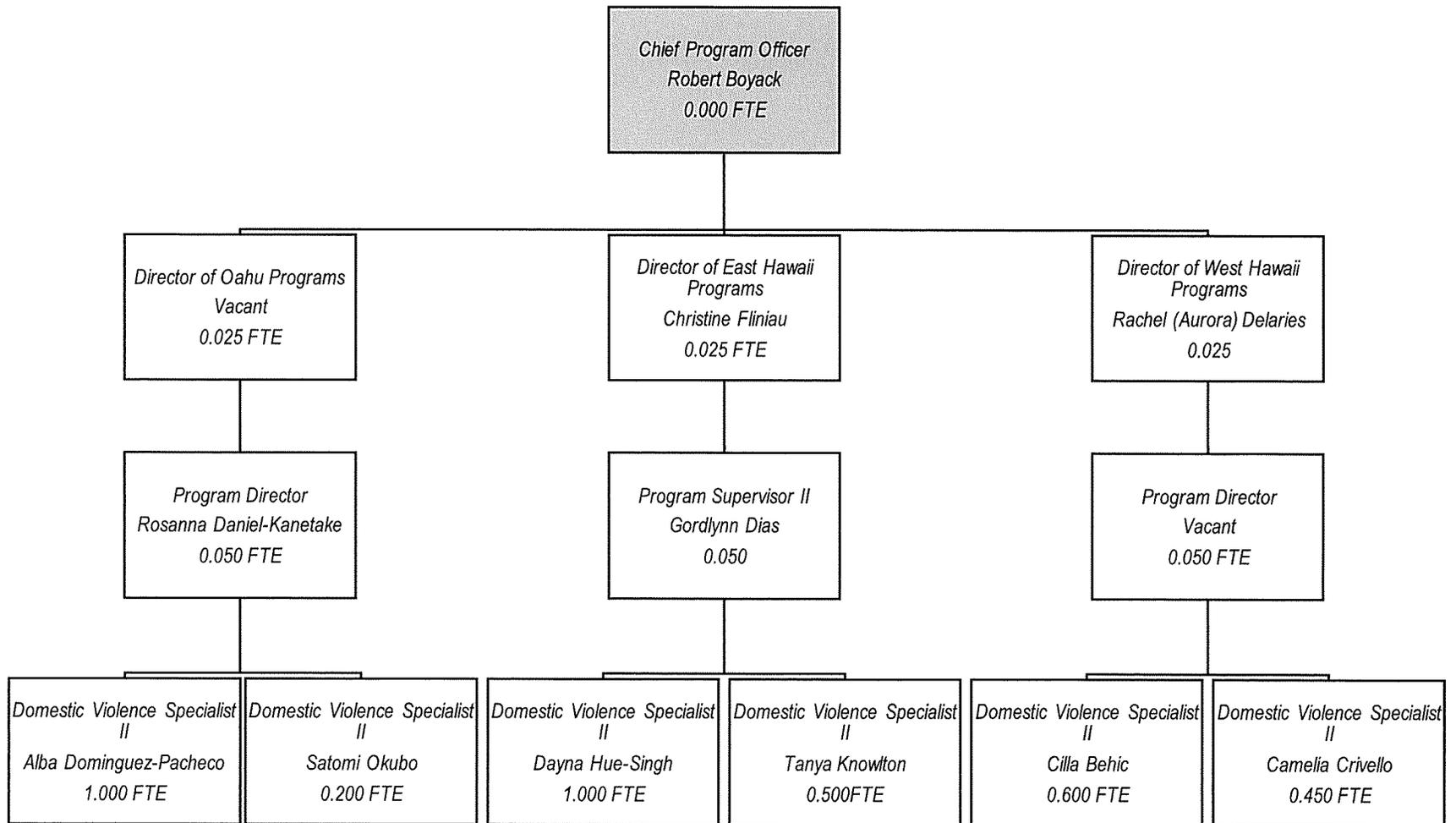
GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: _____ Child & Family Service _____ Secured Funding

Contracts Total: 166,656

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Domestic Abuse Shelter and Transitional Housing (House of Hope Pet Place) The purpose is to provide specific support services and to survivors with pets seeking safety. Funding also supports pet-friendly shelter modifications.	10/01/2026- 09/30/2027 Secured-Pending	Department of Justice Office of Victims of Crime	Federal	166,656
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Child & Family Service Grant-In-Aid Domestic Abuse Shelters Organizational Chart



*Shaded boxes are not allocated to the budget.

Child & Family Service Organization Chart

President and Chief Executive Officer Amanda Pump					
Chief Program Officer Vacant					
Director of Oahu Programs Vacant	Director of Kauai Programs Novelyn Hinazumi	Director of Maui County Programs Shana Orta	Director of West Hawaii Programs R. Aurora Papali'i	Director of East Hawaii Programs Christine Fliniau	Director of Behavioral Health Programs Michelle Jenkins
<ul style="list-style-type: none"> • Developing Options to Violence • Domestic Abuse Shelters • Domestic Violence Advocacy • Domestic Violence Services for Families • Early Head Start • Employment Services for Refugees • Expanded Learning Program at Hale O Ulu • Hale O Ulu • Health Maintenance • 'Imi 'Ike Program (Project Based Cultural Program for Youth) • Intensive Mentoring Program • Long Term Support Services • Malama `Ola Program • Multidisciplinary Team (MDT) Services • `Ohana Care (Caregiver Services – Case Management, Counseling, Training) • Strong Families Home Visiting • Together We CAN (Care, Aspire and Nurture) • Transitional Housing for Victims of Domestic Violence • Youth Outreach Program (Community Based, School Based, and Criminal Justice) 	<ul style="list-style-type: none"> • Alaka`i (Project Based Cultural Program for Youth) • Comprehensive Counseling and Support Services • Crisis Mobile Outreach • Domestic Violence Services for Families • Expanded Learning Program • Family Strengthening Services • General Counseling • Head Start and Early Head Start (Kauai and Oahu) • Multidisciplinary Team (MDT) Services • Neighborhood Places (Nana's House & Hale Ho`omalulu) • Positive Alternative Learning • Specialized Substance Abuse Treatment for Pregnant and Parenting Women and Children (E Ala Hou) • Strong Families Home Visiting • Voluntary Case Management 	<ul style="list-style-type: none"> • Comprehensive Counseling and Support Services • Domestic Violence Advocacy • Domestic Violence Services for Families (Molokai) • Maui Sexual Assault Center (Maui and Molokai) • Molokai Integrated Services System • Multidisciplinary Team (MDT) Services • Neighborhood Place of Wailuku • Voluntary Case Management 	<ul style="list-style-type: none"> • Alternatives to Violence • Crisis Mobile Outreach • Domestic Abuse Shelter • Domestic Violence Advocacy • Domestic Violence Services for Families • Functional Family Therapy • Ka La Hiki Ola • Multidisciplinary Team (MDT) Services • Multisystemic Therapy • Therapeutic Crisis Home • Transitional Family Home/ Respite Home 	<ul style="list-style-type: none"> • Alternatives to Violence • Concrete Supports to Help Families Stay Together • Crisis Mobile Outreach • Domestic Abuse Shelter • Domestic Violence Advocacy • Domestic Violence Services for Families • Functional Family Therapy • Family Strengthening Services • Ka La Hiki Ola • Long Term Support Services • Multidisciplinary Team (MDT) Services • Multisystemic Therapy • Strong Families Home Visiting • Therapeutic Crisis Home • Transitional Family Home/Respite Home • Transitional Housing for Victims of Domestic Violence 	<ul style="list-style-type: none"> • Comprehensive Counseling and Support Services • Family Center Community Outreach Program • Hope & Healing Program • Intensive In-Home Therapy • Mana'olana • Mental Health Evaluation Services • `Ohana Support Services • Residential Stabilization Program • Restorative Futures Program • Sex Abuse Treatment Services