



Office of the Administrative Director of the Courts • Financial Services Department
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THE JUDICIARY • STATE OF HAWAII | KA 'OIHANA HO'OKOLOKOLO • MOKU'ĀINA 'O HAWAII
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Date: September 2, 2026

To: All Interested Providers

From: Terri Gearon, Financial Services Director
The Judiciary, State of Hawaii

Subject: **Request for Information for Health & Human Services (103F, HRS) for
Domestic Violence Intervention Services, Fifth Circuit, The Judiciary, State
of Hawai'i
RFI J28008**

The Judiciary, State of Hawaii issues this Request for Information (RFI) pursuant to Chapter 103F, Hawaii Revised Statutes, to seek information and recommendations from interested providers for the planned purchase of Domestic Violence Intervention Services.

The purpose of this RFI is to gather information from interested service providers, stakeholders, and the public to assist the Judiciary, State of Hawaii in planning a future Request for Proposals (RFP) under Chapter 103F, Hawaii Revised Statutes, for the purchase of health and human services.

This RFI is issued for information and planning purposes only. It is not a solicitation, does not constitute a commitment by the Judiciary to issue an RFP or award a contract, and will not result in the selection of any provider. Responses to this RFI will be used to better understand current industry practices, available services, innovative approaches, and other information that may assist in developing the scope of services and procurement requirements for a future RFP.

Participation in this RFI is voluntary and is not a prerequisite for participation in any subsequent procurement.

Description of the goals of the service

Domestic violence intervention services are requested that will provide evidence based or evidence informed practices, cognitive behavioral intervention services for adjudicated adult offenders, and services to children who are experiencing domestic violence in their families, and supportive services to victims and children of domestic violence. The overarching goals are for services to enhance victim, child, and community safety, while holding offenders accountable for their battering behavior and reducing recidivism. Services should include but not be limited to providing offenders with the knowledge and skills needed to prevent further

battering, and to offer alternative cognitive-behavioral skills training that will strengthen their ability to make different behavioral choices and take responsibility for their battering.

Experience in working with individuals and/or families involved in domestic violence in gender relevant ways is required. Applicants must evidence the ability to collaborate with other domestic violence agencies including, but not limited to, active participation in and with domestic violence coalitions, task forces, criminal justice agencies, the Judiciary, and other relevant state agencies and private sector organizations which are involved in dealing with domestic violence.

Description of the target population to be served

Adults of either sex who have been adjudicated and/or referred by the court. Voluntary referrals may also be accepted.

Geographic coverage of service

Service areas include the following:

Fifth Circuit- Island of Kauai

General Requirements

A. Specific qualifications or requirements, including but not limited to licensure or accreditation.

1. The applicant shall have licenses and certificates, as applicable, in accordance with federal, state and county regulations, and comply with all applicable Hawaii Administrative Rules.
2. The applicant must have demonstrated competence or qualifications to perform the required services.
3. The applicant must have an accounting system, with acceptable accounting practices and standards.
4. The proposed service must meet all required state licensing or certification standards, provide assurances of fair hearing and grievance procedures for clientele, civil rights compliance, information safeguarding practices, and provide proof of insurance coverages as applicable.
5. The applicant shall submit in a timely manner upon request by the Judiciary, any additional information needed by the Judiciary to make a decision on the applicant's proposal. The Judiciary may request an oral discussion or presentation in support of the proposal. On-site visits may be made.

6. The applicant shall comply with Chapter 103F, HRS Cost Principles for Purchases of Health and Human Services identified in SPO-H-201 (Effective 10/01/98), which can be found on the SPO website (See Section 5, Proposal Application Checklist, for the website address).
7. The applicant shall incorporate and demonstrate their knowledge and use of best practices/evidence-based practices or evidence informed practices in domestic violence intervention services. Best practices/evidence-based practices are defined as a body of contemporaneous empirical research findings that produce the most efficacious outcomes for persons involved in domestic violence, has literature to support the practices, is supported by national consensus, has a system for implementing and maintaining program integrity, and conformance to ethical/professional standards. Best practices/evidence-based practices should reference the use of validated domestic violence risk assessments. Evidence informed practices are based on existing literature, research and evaluation reports, practice knowledge and experience, local, national and international models and expert views, and have been found efficacious by leading national entities such as the Office on Violence Against Women in the Department of Justice. Applicant to include how they intend to assess risk needs and target criminogenic needs, as well as the offender's level of risk. Any instrument(s) used to conduct assessments will be identified and described. Applicant to include evidence that the program staff properly utilize proven strategies that enhance motivation to change and retention of clients in services, such as motivational interviewing.

Scope of Work

The scope of work encompasses the following tasks and responsibilities:

A. Service Activities (Minimum and/or mandatory tasks and responsibilities)

Applicant to provide curriculum that will be used in the following service activities that will be reflective of the use of evidence based, best practices. The Fifth Circuit Court reserves the right to purchase only a component of any listed service activity based on availability of funds and need. All services will be provided in-person unless otherwise approved by the Fifth Circuit Court.

1. Adult Domestic Violence Intervention Programs (DVI). Specific domestic violence intervention services must follow the guidelines of the current standards for Hawaii Domestic Violence Intervention Program Standards. All DVI programs must utilize recognized effective "best-practice" interventions based on current knowledge and research, and be presented in culturally appropriate and gender relevant ways. Applicant must demonstrate how their services are trauma informed as well as gender, culturally and LGBTQ+ responsive. Services should include but not be limited to providing offenders with the knowledge and skills needed to prevent further battering, and to offer alternative cognitive-behavioral skills training that will strengthen their ability to make different

behavioral choices and take responsibility for their battering. Additionally, a client centered approach aimed at strengthening personal motivation and commitment to change, such as Motivational Interviewing should be used at all points of the program process. The proposed services must describe how identification of criminogenic risk needs will be made, and addressed in the curriculum. Batterer groups should ideally have no more than 8 to 10 participants per facilitator (unless otherwise designated or approved by the Fifth Circuit Court and be led by facilitators of each gender.

All DVI's must include a component to address the safety of the victim. This must include an assessment of risk, with appropriate action to be taken based on such assessment, and victim contact, for the purpose of providing program information, enhancing victim safety, and referral to victim support and other services, as needed.

2. Victim Support Services. Services to adult victims of domestic violence will include but not be limited to any of the following: support and trauma informed counseling; preparation of restraining orders; assistance with other court related services; information and referral services regarding legal, criminal justice and other issues in domestic violence; legal assistance to include representation, preparation of temporary restraining orders and other related court actions, court accompaniment, advocacy, crisis counseling, outreach services, case management, safety planning, legal services, child care; and parenting programs. All programs must utilize recognized effective "best-practice" interventions based on current knowledge and research. Applicants must demonstrate how their services are trauma informed as well as gender-, culturally-, and LGBTQ-responsive. The proposed services must describe assessments used for safety and documentation of case planning with victims. Applicants shall describe their appropriate linkages to other services (i.e., substance abuse assessment and/or treatment services, mental health evaluation/ services, child welfare services, etc.).

Written comments in response to the RFI shall be emailed to
Anita.A.Applegate@courts.hawaii.gov

The deadline for the receipt of comments is **12:00 p.m., HST, on Wednesday, September 16, 2026.**

PLEASE NOTE:

- Participation in the RFI is optional and is not required to respond to any subsequent procurement action a purchasing agency may take. Neither the purchasing agency nor interested parties responding have any obligation under the RFI.
- Neither the Judiciary nor any interested party responding to the RFI has any obligation under this process.
- The purchasing agency reserves the right to adopt or not adopt any recommendations

presented in response to the RFI.

- This RFI does not commit the Judiciary to solicit or award a contract or to pay any costs incurred in the preparation of the information submitted. The Judiciary reserves the right to accept, reject, or utilize without obligation, any information submitted in response to this request.