

**Territory of American Samoa, Adult Protective Services Program Operational Plan**

<b>State/Territory/District</b>	American Samoa
<b>Contact</b>	Mrs. Evelyn Lili’o-Satele
<b>Budget Allocation</b>	<p>\$ 86,060 APRA 1  <u>\$ 179,940</u> ARPA 2 (Covid-19 \$93,880 + ARPA 1 \$86,060)  <b>\$ 266,000</b> TOTAL ALLOCATED AND APPROVED</p>
<b>Timeline</b>	<p>\$ 86,060.00 ARPA Grant 1 - (08/01 2021 - 09/01/2023)          \$ 179,940.00 ARPA Grant 2 - (08/01 2022 - 09/01/2024)</p>
<b>TAOA APS Vision 2024</b>	Elderly and disabled adults will be protected from all forms of abuse, neglect and financial exploitation with every resource being utilized to prevent unnecessary institutionalization.

**Mission Statement**

To develop, improve, strengthen and maintain Adult Protective Services programs in the Territory of American Samoa in order to improve the safety and independence of older adults who are, or may become victims, or potential victims of abuse, neglect, self-neglect or financial exploitation with the least amount of intervention possible.

## Core Values

## APS Core Values

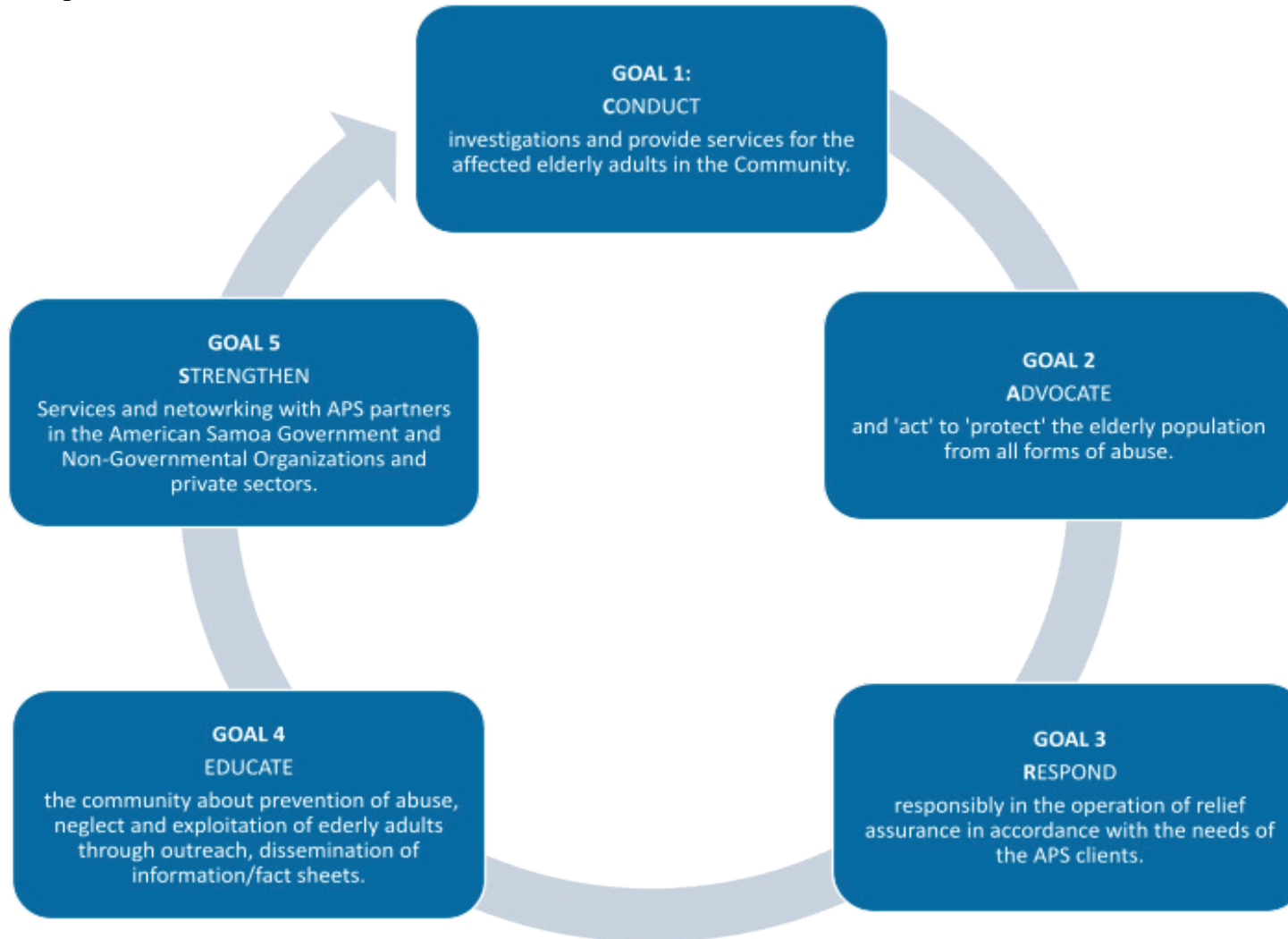
Elderly Adults have the right:

- To be and to feel safe;
- To live their lives as they wish;
- To manage their own finances;
- To live healthy and productive lives;
- To enter into agreements unless a court adjudicates otherwise; and,
- To accept or refuse services.

## APS Guiding Principles

- **Service** is provided with humility and cultural sensitivity that respects the integrity and authority of victims to make their own life choices.
- **Hold perpetrators**, not victims, accountable for abuse, neglect and exploitive behavior and the responsibility for changing for the betterment of the elderly individual.
- **Appropriate Action** takes into consideration the victim's concepts of what safety and quality of life mean.
- **Recognize and Respond** to the resilience by honoring the strategies that victims have used in the past to protect themselves.
- **Engage** the victim in identifying his/her definition of 'success'; not what is determined only by others.

## Goals and Principles in Practice



## **Improvement Projects**

### **1. A shelter is urgently needed for victims of elderly Abuse, Neglect and Financial/Exploitation**

- 1.a Invest a portion of the funding in renovating/converting an ASG building to a shelter or respite place for the ASNE clients
- 1.b Train the workers

### **2. Ongoing fear of the spread of Covid 19 and its threat for a geographically isolated territory**

- 2.a Work on fear reduction among the elderly and the general public of Covid-19.
- 2.b Get all elderly adults vaccinated as preparation for the arrival of Covid 19 in American Samoa
- 2.c Advocate for a change in mindset towards the virus. It is not going away and will eventually reach the Samoa islands
- 2.c Purchase Personal Protective Equipment, face masks as necessary protection measures and train all employees in its proper use.
- 2.d Protect staff and elderly adults from exposure to Covid-19

### **3. Cases of elderly ASNE (Abuse, Self/Neglect and Exploitation) surfacing**

- 3.a Invest to work with 3<sup>rd</sup> party experts and other agencies who have training beyond that of our staff in ASNE cases
- 3.b Schedule outreaches, radio and tv programs to raise community awareness on the existence of ANE and the need to address and deal with the challenges faced by the elderly population, on all and at all levels in society.
- 3.c Invest in establishing a respite care facility for the elderly adults affected by ASNE

### **4. Lack of funding and resources to establish the APS program as a permanent program of TAOA**

- 4.a Secure funding from outside partners to establish the TAOA APS program
- 4.b Solicit and solidify funding support from the local government
- 4.c Hire a full staff for TAOA APS consisting of: Program Manager, an IT, 2 case workers with driver's license to serve Central- Eastern, and Central-Western sides), a contracted lawyer, on a need basis, and a Resource person. The Director of TAOA oversees the program.
- 4.d Prepare a manual/guide for the APS program, eg. Draw up job description for the staff and outline how the staff shall work as a team to serve the clients and their families
- 4.e Purchase the necessary equipment and supplies needed by the APS team for their program

### **5. Lack of funding and resources for vehicle, shelter and respite care maintenance**

- 5.a Secure funding from outside partners and the local government

5.b Secure funding to pay off the lease-to own on the “wheel-chair accessible leased van

**Targeted Improvement Projects** (Specific, Measurable, Achievable, Realistic and Timely)

Purpose/Needs	Inputs (Resources Deployed)	Activities (Improvement Projects)	Outputs from Investment	Short-Term Outcomes	Long-Term Outcomes
Provide a safe space for the victims of elderly ANE	Invest \$6,000.00 for a shelter for the ANE clients	<b>ARPA 1 Project 1</b> Have a shelter for the victims of ANE	Elderly adults suffering from ANE has a space to go to for safety and security	Rent a space to use as a shelter	Shelter available for the victims of ANE
Additional staff members urgently needed to get the APS program going	Invest \$60,000 to hire a Case manager and an IT/Driver for the Wheel-chair accessible van	<b>ARPA 1 Project 2</b> Hire additional staff members for APS	To lighten the workload for the current one person employed to run the program.	One staff (Program Manager) starting the program while also doing the cases, home visits, intake and referrals	Have at least a Case Manager, IT/Driver to get the program running by the end of the first 2years.
Provide space for respite facility at the TAOA office	Invest \$20,000.00 to build shutters at the existing <i>Fale</i> (open house) at TAOA for respite care	<b>APRA 1 Project 3</b> Have a respite facility for the elderly adults	Elderly adults needing respite care has a place to go to at the TAOA office	Meet and greet at the open <i>fale</i> until the shutters are built around it.	Respite facility available at the TAOA office for the elderly adults

Buy the basic office necessities	\$60 to cover administrative costs	<b>ARPA 1 Project 4</b> Purchase the basic administrative necessities needed.	Basic supplies are needed	Purchase what is mostly needed with what is available in the budget	Secure more funding to purchase office supplies and equipment for the staff of three to use.
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Provide a safe space for the victims of elderly ANE	Invest \$6,000.00 to pay for the rent of a space or a shelter for the ANE clients	<b>ARPA 2 Project 1</b> Have a shelter for the victims of ANE	Elderly adults suffering from ANE has a space to go to for safety and security	Rent a space to use as a shelter	Shelter for the victims of ANE
Raise the Community awareness of the existence of elderly ANE	Invest \$5000 for Training, Outreach and Advocacy for Elderly Adult Protective Service	<b>ARPA 2 Project 2</b> Outreach and advocacy to inform and raise the awareness of the public about ASNE and the rise in abuse, neglect and exploitation of the elderly adults.	Prepare the fact sheets and brochures in Samoan and English for the non-Samoan population.	Train the Trainers or volunteers to do outreach, advocacy for APS	The people of American Samoa will all be aware of APS, know the prevention measures to take to avoid ANE and are informed of who to contact and what to do when faced with a case of ANE.
APS program has a full staff to run the program effectively and efficiently	Secure \$130,000 for the salary of the APS staff	<b>ARPA 2 Project 3</b> APS becomes or is a sustainable program of/at TAOA	Prepare a manual or guide for the APS program	Train the staff on case management and on the 'know how' of Adult Protective Service, etc.	APS has a minimum of 3 staff: Program Manager, Case Manager, and IT/Driver.



Continue to invest in maintenance costs, annually.	Budget \$10,000 for maintenance costs	<b>ARPA 2 Project 4</b> Maintenance costs for respite facility, vehicle and shelter	Maintenance costs needed	Necessary ongoing costs	Maintenance is key to keeping the facilities and vehicle in good conditions.
Raise the awareness of all people through radio and television programs and advertisement living in	Contractual costs estimated at \$4,000	<b>ARPA 2 Project 5</b> Contractual costs for radio and television	Fact sheets and brochures available for distribution.	American Samoans will be aware of the APS program.	Have the information available in the vernacular of other nationalities residing in American Samoa.
Purchase needed equipment	\$16,000 earmarked to purchase equipment needed	<b>ARPA 2 Project 6</b> Equipment (such as laptops, telephone, filing cabinets, printer, camera and stand, projector) needed for the work of a team of three	Prioritize items purchased according to the urgency of the need	The APS team urgently need laptops and phones to get their work done	The APS program will have all the needed equipment to run the program.
Purchase supplies	\$1,470 allocated for the supplies	<b>ARPA 2 Project 7</b> Supplies (rim of papers, phone data)	Ongoing costs needed by the APS program	Be selective in documents printed to save costs	Establish an electronic filing system and a back up to save all documents. This will reduce the costs and time for photocopying

**Budget/Spending Plan for APRA Fund  
First Grant Allocation - August 2021 - September 2023**

	<b>Description</b>	<b>2022 Period 1</b>	<b>2022 Period 2</b>	<b>2023 Period 1</b>	<b>2023 Period 2</b>	<b>Total</b>
Project 1	Rent for shelter (\$500 x 12 months)	\$1500	\$1500	\$1500	\$1500	<b>\$6,000</b>
Project 2	2 Staff (driver, C.M + fringes, IDC)	\$30,000		\$30,000		<b>\$60,000</b>
Project 3	Repair fale for respite care	\$20,000				<b>20,000</b>
Project 4	Admin costs (phone data)			\$ 60		<b>\$60</b>
<b>Total</b>		<b>\$51,500</b>	<b>\$1,500</b>	<b>\$31,560</b>	<b>\$1,500</b>	<b>\$86,060</b>

**ARPA 2: Second Grant Allocation - August 2022 - September 2024**

	<b>Description</b>	<b>2023 Period 1</b>	<b>2023 Period 2</b>	<b>2024 Period 1</b>	<b>2024 Period 2</b>	<b>Total</b>
Project 1	Rent for shelter (\$500 x 12 months)	\$3,000	\$3,000	\$3,000	\$3,000	<b>\$12,000</b>
Project 2	Manua & Aunu'u islands Outreach	\$2,500	\$2,500			<b>\$5,000</b>
Project 3	3 Staff (IT/Driver, CM, P.M + fringes)	\$25,000	\$25,000	\$40,000	\$40,000	<b>\$130,000</b>
Project 4	Maintenance costs (respite, vehicle & shelter)	\$5,000		\$5,000		<b>\$10,000</b>
Project 5	Contractual and other (Radio & TV program)	\$2,000	\$2,000			<b>\$4,000</b>
Project 6	Equipment (printer, camera/stand, laptops)	\$16,000		-		<b>\$16,000</b>
Project 7	Supplies (paper rims, phone data, office)	\$1,470		\$1,470		<b>\$2,940</b>
<b>Total</b>		<b>\$54,970</b>	<b>\$32,500</b>	<b>\$49,470</b>	<b>\$43,000</b>	<b>\$179,940</b>

**Summary of ARPA 1 + ARPA 2**

	<b>2022 Period 1</b>	<b>2022 Period 2</b>	<b>2023 Period 1</b>	<b>2023 Period 2</b>	<b>2024 Period 1</b>	<b>2024 Period 2</b>	<b>Total</b>
<b>ARPA 1</b>	\$51,5000	\$1,500	\$31,560	\$1,500			<b>\$86,060</b>
<b>ARPA 2</b>			\$54,970	\$32,500	\$49,470	\$43,000	<b>\$179,940</b>
<b>Summary</b>	<b>\$51,500</b>	<b>\$1,500</b>	<b>\$86,530</b>	<b>\$34,000</b>	<b>\$49,470</b>	<b>\$43,000</b>	<b>\$266,000</b>

**NOTE:**

Budget/Spending Plan will be used to enhance, improve, and expand the ability of APS workers to investigate allegations of abuse, neglect, and exploitation.

Operational Plan Submission due date: **January 31, 2022**.

American Samoa TAOA Operational Plan Submission date: **December 03, 2021**