

# State Plan For Independent Living (SPIL)

Rehabilitation Act of 1973, as Amended, Chapter 1,  
Title VII

Part B - INDEPENDENT LIVING SERVICES

Part C - Centers for Independent Living

State: Hawaii

FISCAL YEARS: 2025-2027

Effective Date: 10/01/2024

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number (ON 0985-0044). Public reporting burden for this collection of information is estimated to average 240 hours per response, including time for gathering and maintaining the data needed and completing and reviewing the collection of information. The obligation to respond to this collection is required to receive financial assistance (Title VII of the Rehabilitation Act of 1973, as amended).

## EXECUTIVE SUMMARY

---

Hawaii's State Plan for Independent Living (SPIL) is a roadmap for empowering individuals with disabilities to live self-determined, independent lives within their communities. The Hawaii State Plan demonstrates Hawaii's dedication to fostering equity, inclusion, and accessibility for all residents, recognizing the unique challenges faced by those with disabilities and striving for full participation and integration regardless of ability.

### Development of the SPIL

This development of the SPIL is the result of an extensive, collaborative process designed to ensure it accurately reflects the needs and aspirations of individuals with disabilities in our state. The Statewide Independent Living Council (SILC), Centers for Independent Living (CILs), service providers, and various state agencies played a vital role in shaping this plan through ongoing consultation and collaboration.

Throughout the year, SILC conducted surveys to gather direct input from individuals with disabilities, their families, and other stakeholders about the barriers they face and the supports they need to live independently. If served by the Centers for Independent Living, data is collected on their satisfaction with these surveys.

The 2023 Community Needs Assessment, based on responses from 56 individuals across various counties in Hawaii, sheds light on the pressing needs of individuals with disabilities in our community. The assessment identified affordable and accessible housing and transportation, equitable access to employment and employment services, and mental health services as the top four priorities.

We held public forums across the state to provide opportunities for open dialogue and discussion regarding independent living needs in diverse communities. The feedback on the Goals and Objectives presented highlighted the communities request for physical centers and resources, representation of people with lived experiences and visible disabilities at centers, increased

community outreach and visibility of independent living in the community, and the importance of access to resources in situations of natural disaster.

The voice of the people has been clear through public comment that having a physical space to gather is important, so we will explore in the SPIL period the establishment of physical, satellite centers, and the potential reallocation of service areas to best serve our island communities.

Finally we also took into consideration data from other sources, such as the American Community Survey, the Comprehensive Statewide Needs Assessments, the WIOA Unified State Plan, and other relevant sources to identify trends and gaps in existing services.

#### Adjustments in the SPIL Period

The SPIL is designed with adaptability in mind, recognizing that the needs of individuals with disabilities and the landscape of service provision can evolve. During the first year of implementation, we will prioritize the collection and analysis of community data to inform potential adjustments to the IL Network. This may include refining service areas to better align with population density and need, or exploring the establishment new centers, or satellite centers in unserved and underserved communities. By remaining responsive to data-driven insights, we ensure the SPIL remains a dynamic and effective tool for advancing independent living opportunities across the state.

The primary objective this first year is to establish baseline data for the IL network, which will serve as a crucial foundation for setting statewide goals regarding access to independent living services.

#### Goals and Objectives

The SPIL is built upon a foundation of four primary goals aimed at improving the lives of individuals with disabilities in our State.

Goal 1: Enhance the impact of the independent living network.

The primary focus of Goal 1 is to enhance the overall impact of the independent living network in Hawaii. The plan aims to achieve this by strengthening and expanding two key components: the Statewide Independent Living Council (SILC) and the Centers for Independent Living (CILs).

The specific objectives outlined under this goal include conducting a comprehensive review of SILC's governance and structure, key staffing to support SILC operations and the implementation of the State Plan for Independent Living, and increasing SILC membership and committee engagement. We will also work to analyze data and explore opportunities for expanding services to reach unserved and underserved communities, such as having physical centers in each county or on each island.

Goal 2: Inform and guide response to emerging disability issues.

The core of this goal is to ensure that the Independent Living Network's responses to disability issues are well-informed and proactive. The plan emphasizes the importance of gathering and openly sharing community data to guide decision-making and advocacy efforts. This involves conducting needs assessments, satisfaction surveys, and collaborating with key partners to collect and analyze relevant data. The ultimate aim is to ensure that the evolving needs and priorities of individuals with disabilities are understood and effectively addressed.

Furthermore, the gathered information will be instrumental in regularly evaluating the progress made towards achieving the SPIL's overall goals and objectives. The SILC SPIL Committee and the CILs will meet annually to discuss any necessary amendments to the State Plan for Independent Living. This includes reassessing the prioritization of goals and objectives, and potentially adjusting funding allotments based on emerging community needs and priorities. This commitment to ongoing evaluation and adaptation ensures that the SPIL remains a dynamic and responsive tool for advancing independent living in Hawaii.

Goal 3: Enhance systems change which supports inclusive and accessible communities to ensure people with disabilities will obtain and maintain independence where they live, work and visit statewide.

The third goal focuses on creating systemic changes that promote inclusivity and accessibility within communities. The aim is to empower individuals with disabilities to achieve and maintain

independence in various aspects of their lives.

The plan outlines two main objectives to accomplish this: The first objective involves the SILC and CILs actively engaging in activities that raise awareness and improve access to affordable housing, accessible transportation, and employment opportunities for people with disabilities. The second objective centers on expanding funding for the Independent Living Network by securing additional funding to support the Independent Living Network during the SPIL period. The success of these objectives will be evaluated through annual reports that track progress and outcomes.

Goal 4: People with disabilities will have equal access to community resources during disasters whether natural (pandemic, hurricane, tsunami, volcanic eruption and lava flow, flooding, storm surge, fire), human-made (terrorism, civil unrest, or mass shooting) or technological (chemical). The recent natural disasters in Hawaii, such as the devastating wildfires on Maui, underscore the critical importance of Goal 4. The vulnerability of individuals with disabilities during emergencies has been tragically highlighted, emphasizing the urgent need for enhanced preparedness and response efforts that specifically address their needs.

This goal focuses on ensuring that people with disabilities have equitable access to community resources during all types of disasters, whether natural, human-made, or technological. The plan aims to enhance the Independent Living Network's ability to address the needs of individuals with disabilities before, during, and after such events. The key objectives include actively participating in emergency preparedness initiatives and advising relevant agencies and community partners on effective communication strategies with people with disabilities during emergencies.

#### Strategies and Initiatives for Implementation

These goals will be realized through various strategies and initiatives outlined in the SPIL, including:

- Strengthening SILC's governance and capacity to effectively lead the IL network
- Expanding SILC membership and establishing committees to support SPIL implementation
- Analyzing data from the SILC, CILs, and community to identify opportunities for expanding services to underserved and unserved communities
- Proactively gathering and sharing community data to inform decision-making and advocacy
- Engaging key partners in data collection and analysis
- Regularly evaluating progress towards SPIL goals and amending the plan as needed
- Increasing awareness and access to affordable housing, transportation, and employment for people with disabilities
- Expanding funding for the Independent Living Network through diverse sources
- Actively participating in emergency preparedness and response initiatives

#### SPIL Budget

Part C Funding is split between the two currently recognized Centers for Independent Living. Of the total \$1,028,346.00, \$535,597 is designated to Access to Independence to serve Urban Honolulu, while \$492,749.00 is designated to Aloha Independent Living Hawaii to serve our rural communities in Hawaii, Maui, Kauai, and Kalawao counties.

Part B Funding totaling \$348,060.00 is passed through our Designated State Entity, the Hawaii Division of Vocational Rehabilitation. Our state matches this funding at 10% (\$38,673.33.) Our Plan describes how these funds will be allocated to outreach to and serve unserved and underserved populations, and to achieve the goals and objectives we have outlined.

The priorities for Part B funding that the SPIL committee has identified include supporting the rural area in five counties statewide. Hawaii is a State with five (5) counties comprising eight (8) islands. We've identified the unique challenges our state faces, including these unique geographical considerations, lack of available resources in these rural communities, and the high cost of living. Additionally, we are faced with the challenge of our island communities being divided by the Pacific ocean.

Lastly, Innovation and Expansion Funding in the amount of \$101,615 is being requested to fund the SILC resource plan. As SILC undergoes significant restructuring, we aim to rebuild and reassess in the first year, with the potential for a larger budget through resource development in subsequent

years.

# Section 1: Mission, Goals, Objectives, and Activities

## 1.1 - MISSION

---

Mission of the Independent Living Network and the SPIL

Hawaii's Independent Living Network mission through the FFY 2025-2027 SPIL is to increase access to comprehensive independent living programs and services that enable individuals with disabilities in Hawaii to live fulfilling lives and fully participate in society. We collaborate to expand the Independent Living Network statewide, inform responses to emerging disability issues, and advocate for systems change that ensures inclusive, accessible communities and equitable access to critical resources.

## 1.2 - GOALS

---

Goals of the SPIL

Goal #1: Enhance the impact of the independent living network by strengthening and expanding the Statewide Independent Living Council and the Centers for Independent Living.

Goal #2: Inform and guide response to emerging disability issues by collecting and evaluating community data.

Goal #3: Enhance systems change which supports inclusive and accessible communities to ensure people with disabilities will obtain and maintain independence where they live, work and visit statewide.

Goal #4: People with disabilities will have equal access to community resources during disasters whether natural (pandemic, hurricane, tsunami, volcanic eruption and lava flow, flooding, storm surge, fire), human-made (terrorism, civil unrest, or mass shooting) or technological (chemical).

## 1.3 - OBJECTIVES

---

Objectives for the three-year period of the plan - including geographic scope, desired outcomes, target dates, and indicators. Including compatibility with the purpose of Title VII, Chapter 1.

Goal #1: Enhance the impact of the independent living network by strengthening and expanding the Statewide Independent Living Council and the Centers for Independent Living.

Objective #1.1: Complete a comprehensive review of the governance, legislative establishment, alignment with state and federal regulatory requirements, and organizational structure of SILC, and update and train all members and staff on key policies and procedures.

### **Measurable Indicators:**

Indicator #1.1.1: A comprehensive review is performed and presented to the SILC board enabling the board to make informed decisions.

Indicator #1.1.2: An action plan is established for any actions the council must take to align its governance, legislative establishment, and organizational structure with state and federal regulatory requirements.

### **Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #1.2: Recruit, hire and train essential SILC staff to ensure proper management of day-to-day operations and to facilitate the successful implementation of the SPIL

**Measurable Indicators:**

Indicator #1.2.1: Staff has been hired and has successfully completed their probationary period.

Indicator #1.2.2: SILC is operating within compliance of all federal and state regulations, and is meeting deadlines for submissions to ACL and DSE.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #1.3: Increase SILC membership from 8 to a maximum 15, and create at least one new committee that supports implementation of the SPIL.

**Measurable Indicators:**

Indicator #1.3.1: SILC actively recruits membership through outreach at 4 community events.

Indicator #1.3.2: SILC increases public attendance at quarterly meetings by 20%

Indicator #1.3.3: SILC will promote the work of the Independent Living Network through distribution of accessible materials.

Indicator #1.3.4: A new committee is formed and has active participation.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #1.4: Determine the demand for and the availability of independent living core service in unserved and underserved communities statewide.

**Measurable Indicators:**

Indicator #1.4.1: SILC will report quarterly on the independent living and community needs in unserved and underserved communities.

Indicator #1.4.2: SILC will create a referral path to CILs for consumers based on service available by zip code.

Indicator #1.4.3: CILs will provide resource report on the availability and services in each zip code.

Indicator #1.4.4: CILs will provide an Independent Living Report (ILR) to the SILC quarterly, including a CIL narrative and template.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #1.5: Determine the opportunities for expanding or adjusting the network to reach unserved and underserved communities, such as having physical centers in each county or on each island.

**Measurable Indicators:**

Indicator #1.5.1: SILC will report quarterly on the independent living and community needs in unserved and underserved communities.

Indicator #1.5.2: SILC will work with the CILs to determine feasibility of establishing a physical center on each island.

Indicator #1.5.3: SILC will work with the CILs to determine potential reallocation of service areas.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Goal #2: Inform and guide response to emerging disability issues by collecting and evaluating community data.

Objective #2.1: Proactively gather, analyze, consolidate, and transparently share community data to inform decision-making and advocacy efforts for advancing independent living philosophy.

**Measurable Indicators:**

Indicator #2.1.1: The SILC will report on community needs assessment data at quarterly SILC meetings.

Indicator #2.1.2: The CILs will report on consumer satisfaction survey results at quarterly SILC meetings.

Indicator #2.1.3: The SILC and CILs will collaborate to prepare and submit an annual report to the governor, the legislature, and concerned department heads on the implementation of the State Plan annually.

Indicator #2.1.4: SILC will report at quarterly meetings on data collected from key community partners, such as the State Rehabilitation Council, Division of Vocational Rehabilitation, Center on Disability Studies, Hawaii Disability Rights Center, and DD Council.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #2.2: Use information we gather to regularly evaluate progress towards the SPIL goals and objectives, and amend our State Plan with consideration of emerging community priorities.

**Measurable Indicators:**

Indicator #2.2.1: The SILC SPIL Committee, and the CILs will meet quarterly to discuss any proposed amendments to the SPIL, including prioritization of goals and objectives, and adjustments service areas and funding allotments.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Goal #3: Enhance systems change which supports inclusive and accessible communities to ensure people with disabilities will obtain and maintain independence where they live, work and visit statewide.

Objective #3.1: SILC and CILs will engage in activities that increase awareness and access to affordable housing, transportation and employment for people with disabilities

**Measurable Indicators:**

Indicator #3.1.1: SILC and CILs will report annually on statewide activities, including, number of community education presentations such as legislative initiatives, number of consumer participation

in meetings or discussions held with relevant stakeholders, and public policy activities such as legislative forums, discussions, and workgroups

Indicator #3.1.2: SILC and CILs will explore and share models of standardized training to expand and increase disability awareness.

Indicator #3.1.3: SILC and CILs will explore and share different evaluation methods for achieving this goal in the SPIL period.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #3.2: Expand funding for the Independent Living Network by securing at least one funding source annually, such as community grants, contract services, corporate sponsorships, and or charitable contributions.

**Measurable Indicators:**

Indicator #3.2.1: SILC and CILs will draft annual report of statewide activities, including number of funding opportunities identified, number of funding opportunities secured and the amount of additional funding secured.

Indicator #3.2.2: SILC will proactively share information related to independent living and community needs with various granting entities.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Goal #4: People with disabilities will have equal access to community resources during disasters whether natural (pandemic, hurricane, tsunami, volcanic eruption and lava flow, flooding, storm surge, fire), human-made (terrorism, civil unrest, or mass shooting) or technological (chemical).

Objective #4.1: Enhance the Independent Living Network's capacity to address the needs of individuals with disabilities before, during, and after disasters by actively participating in emergency preparedness and response initiatives across the state.

**Measurable Indicators:**

Indicator #4.1.1: SILC and CILs will attend emergency management meetings and trainings, and report on these activities quarterly meetings.

Indicator #4.1.2: SILC will invite emergency management agencies to IL meeting and workgroups, and report on these activities quarterly meetings.

Indicator #4.1.3: The SILC will prepare and submit an annual report to the governor, the legislature, and concerned department heads on emergency preparedness and response annually.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #4.2: The SILC and the CILs will collaborate with agencies such as FEMA Office of Disability Integration and Coordination, HIEMA, county emergency management agencies, American Red Cross.

**Measurable Indicators:**

Indicator #4.2.1: SILC will proactively collaborate with emergency management entities.

Indicator #4.2.2: SILC and CILs will attend regularly scheduled meetings and trainings, and report on these activities quarterly meetings.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

**1.4 - EVALUATION**

The SILC has established a SPIL Committee which is responsible for evaluating the effectiveness of the plan, and measuring progress toward achieving the objectives established in section 1.3. The committee is also responsible for working toward the desired outcomes by working with the CILs to gather and tracking our collective data.

Key to this monitoring the SPIL is data collection, including community needs assessments, consumer satisfaction surveys, CILs' Program Performance Reports, and other community reports from partner agencies such as the State Rehabilitation Council, Division of Vocational Rehabilitation, Center on Disability Studies, Hawaii Disability Rights Center, and DD Council.

As we establish baselines in the first year of the SPIL period, we will identify the success of the SPIL by tracking our indicators. Once baseline information is collected, additional target goals for SPIL progress will be established.

Additionally, SILC and the SPIL Committee will meet quarterly to identify and discuss any opportunities or issues that indicate the need to adjust the plan. SPIL amendment recommendations will be discussed with the CILs and proposed annually.

**1.4 - EVALUATION**

Goal #1: Enhance the impact of the independent living network by strengthening and expanding the Statewide Independent Living Council and the Centers for Independent Living.

<b>Timeline</b>	<b>Objectives</b>	<b>Data to be collected</b>	<b>Data collection method</b>	<b>Organization primarily responsible for data collection</b>
10/1/2024 - 9/30/2025	Complete a comprehensive review of the governance, legislative establishment, alignment with state and federal regulatory requirements, and organizational structure of SILC, and update and train all members and staff on key policies and procedures.	Report from the ad hoc SILC Governance and Compliance Review Committee to be complete.	SILC Governance and Compliance Review Committee will create monthly reports	SILC



<b>Timeline</b>	<b>Objectives</b>	<b>Data to be collected</b>	<b>Data collection method</b>	<b>Organization primarily responsible for data collection</b>
10/1/2024 - 9/30/2025	Recruit, hire and train essential SILC staff to ensure proper management of day-to-day operations and to facilitate the successful implementation of the SPIL	SILC Executive Committee will report on recruitment hiring, and training efforts and results at monthly SILC meetings.	SILC Executive Committee will create a monthly report until completion of the goal.	SILC
10/1/2024 - 9/30/2027	Increase SILC membership from 8 to a maximum 15, and create at least one new committee that supports implementation of the SPIL.	SILC will collect and report on membership composition.	SILC Membership Committee will create a quarterly report.	SILC
10/1/2024 - 9/30/2025	Determine the demand for and the availability of independent living core service in unserved and underserved communities statewide.	SILC will collect and report on Community Needs Assessments and quarterly referral statistics. CILs will provide resource report on the availability and services in each community, and provide a quarterly Independent Living Report (ILR) including a CIL n	Online and digital surveys, mail in survey, public interviews, public forums	CIL, SILC
10/1/2024 - 9/30/2025	Determine the opportunities for expanding or adjusting the network to reach unserved and underserved communities, such as having physical centers in each county or on each island.	Community Needs Assessments, Consumer Satisfaction Surveys, Independent Living Reports, American Community Survey population data.	Online and digital surveys, mail in survey, public interviews, public forums, coordination with the CILs, research	CIL, SILC

Goal #2: Inform and guide response to emerging disability issues by collecting and evaluating community data.

<b>Timeline</b>	<b>Objectives</b>	<b>Data to be collected</b>	<b>Data collection method</b>	<b>Organization primarily responsible for data collection</b>
10/1/2024 - 9/30/2027	Proactively gather, analyze, consolidate, and transparently share community data to inform decision-making and advocacy efforts for advancing independent living philosophy.	SILC will collect Community Needs Assessments, SILC and CILs will collect consumer satisfaction surveys, SILC will collect and analyze and consolidate Community data from partners such as State Rehabilitation Council, Division of Vocational Rehabilitation,	SILC and CILs reports, Coordination with community service agencies and organizations	CIL, SILC
10/1/2024 - 9/30/2027	Use information we gather to regularly evaluate progress towards the SPIL goals and objectives, and amend our State Plan with consideration of emerging community priorities.	Quarterly report from the SILC SPIL Committee	SILC SPIL Committee and the CILs will create a quarterly report.	CIL, SILC

Goal #3: Enhance systems change which supports inclusive and accessible communities to ensure people with disabilities will obtain and maintain independence where they live, work and visit statewide.

<b>Timeline</b>	<b>Objectives</b>	<b>Data to be collected</b>	<b>Data collection method</b>	<b>Organization primarily responsible for data collection</b>
10/1/2024 - 9/30/2027	SILC and CILs will engage in activities that increase awareness and access to affordable housing, transportation and employment for people with disabilities	Annual report of activities, training and resources, and potential evaluation methods for achieving this goal	SILC and CIL reports	CIL, SILC

<b>Timeline</b>	<b>Objectives</b>	<b>Data to be collected</b>	<b>Data collection method</b>	<b>Organization primarily responsible for data collection</b>
10/1/2024 - 9/30/2027	Expand funding for the Independent Living Network by securing at least one funding source annually, such as community grants, contract services, corporate sponsorships, and or charitable contributions.	Annual report of activities, including number of funding opportunities identified and secured.	SILC and CIL reports	CIL, SILC

Goal #4: People with disabilities will have equal access to community resources during disasters whether natural (pandemic, hurricane, tsunami, volcanic eruption and lava flow, flooding, storm surge, fire), human-made (terrorism, civil unrest, or mass shooting) or technological (chemical).

<b>Timeline</b>	<b>Objectives</b>	<b>Data to be collected</b>	<b>Data collection method</b>	<b>Organization primarily responsible for data collection</b>
10/1/2024 - 9/30/2027	Enhance the Independent Living Network's capacity to address the needs of individuals with disabilities before, during, and after disasters by actively participating in emergency preparedness and response initiatives across the state.	Annual report of activities	SILC and CIL reports	CIL, SILC
10/1/2024 - 9/30/2027	The SILC and the CILs will collaborate with agencies such as FEMA Office of Disability Integration and Coordination, HIEMA, county emergency management agencies, American Red Cross.	Annual report of activities	SILC and CIL reports	CIL, SILC

## 1.5 - PART I: FINANCIAL PLAN

Sources, uses of, and efforts to coordinate funding to be used to accomplish the SPIL Goals and Objectives. Process for grants/contracts, selection of grantees, and distribution of funds to facilitate effective operations and provision of services.

Fiscal Year(s): 2025 - 2027

October 1, 2024 to September 30, 2027

Sources	Projected Funding Amounts and Uses					
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Admin. Costs	TOTAL
Title VII Funds						
Chapter 1, Part B	\$0	\$348060	\$0	\$0	\$0	\$348060
Chapter 1, Part C	\$0	\$0	\$1028346	\$0		\$1028346
						\$1376406
Other Federal Funds						
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$101615	\$0	\$0	\$0		\$101615
Social Security Reimbursement	\$0	\$0	\$0	\$0		\$0
Other	\$0	\$0	\$0	\$0		\$0
						\$101615
Non-Federal Funds						
Part B State Match	\$0	\$38673	\$0	\$0	\$0	\$38673
Other State Match for Funds in SPIL	\$0	\$0	\$0	\$0	\$0	\$0
State Funds	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
						\$38673
<b>TOTAL</b>	<b>\$101615</b>	<b>\$386733</b>	<b>\$1028346</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1516694</b>

## 1.5.2 - PART II: FINANCIAL PLANNING NARRATIVE

Sources, uses of, and efforts to coordinate funding to be used to accomplish the SPIL Goals and Objectives. Process for grants/contracts, selection of grantees, and distribution of funds to facilitate effective operations and provision of services.

The anticipated funding sources for the SPIL include Part C, Part B, State Match and I&E Funds. Part C funds are distributed by ACL to the CILs and are designated to be used to serve urban Honolulu, and the counties of Hawaii, Maui, Kauai.

Part B funds are passed through and matched by the state, and these funds are used to server rural communities statewide, provide outreach and engagement, and support the goals and objectives in the State Plan. The anticipated Federal Award is \$348,060, with a state match of \$38,673, for a total project funding of of \$386,733. The DSE does not retain the allowable 5% of the total project funding.

The SILC is requesting \$101,615 of I&E funding for the SILC resource plan.

## Section 2: Scope, Extent and Arrangements

# of Services

## 2.1 - SERVICES

Services to be provided to persons with significant disabilities that promote full access to community life including geographic scope, determination of eligibility, and statewide reach.

Core Independent Living Services: Information and referral

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Core Independent Living Services: IL skills training

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Core Independent Living Services: Peer counseling

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Core Independent Living Services: Individual and systems advocacy

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Transition Services: Transition from nursing homes & other institutions

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Transition Services: Diversion from institutions

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Transition Services: Transition of youth (who were eligible for an IEP) to post-secondary life

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Counseling services, including psychological, psychotherapeutic, and related services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with disabilities)

Note: CILs are not allowed to own or operate housing.

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Rehabilitation technology

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Personal assistance services, including attendant care and the training of personnel providing such services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Surveys, directories and other activities to identify appropriate housing, recreation opportunities, and accessible transportation and other support services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Consumer information programs on rehabilitation and independent living services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Education and training necessary for living in the community and participating in community activities

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Transportation, including referral and assistance for such transportation and training in the use of public transportation vehicles and systems

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Individual and group social and recreational services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No

Provided using other funds?	Yes
Provided By	CIL

Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance, of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with disabilities

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Appropriate preventive services to decrease the need of individuals with disabilities for similar services in the future

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Community awareness programs to enhance the understanding and integration into society of individuals with disabilities

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Such other necessary services as may be necessary and not inconsistent with the Act

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

## 2.1 - OPTIONAL MAP ATTACHMENT

Uploaded Document Name:

## 2.2 - OUTREACH TO UNSERVED AND UNDERSERVED POPULATIONS

Unserved - For the purposes of this Plan, an unserved county is defined as a county that does not have access or funding for all Core Independent Living Services.

Underserved - For the purposes of this Plan, an underserved county is defined as a county that has access to Core Independent Living Services but does not have a funding level that is adequate to fully serve the entire community or specific population groups that have traditionally underserved by IL Services.



In FFY2025 the SILC aims to collect more data to clarify the definitions of served, underserved, and unserved through mechanisms such as community needs assessments and targeted outreach to communities statewide. Each CIL will complete an assessment of their community and their services to better identify the populations and demographics that are potentially underserved within their region.

#### Outreach Activities

Outreach activities are performed by the SILC and CILs, and may include the following actions:

Develop and distribute outreach materials:

- Based on the target geographical area(s), create brochures and informational resources in plain English and commonly spoken languages.
- Ensure accessibility by offering alternate formats (e.g., braille, large print, audio).
- Directly engage with consumers in both urban and rural communities through outreach events.
- Collaborate with county officials, community-based organizations, and other local contacts in underserved counties or areas.
- Ensure clear communication and understanding by offering American Sign Language (ASL) and other culturally appropriate services for underserved groups.
- Engage actively with entities serving individuals experiencing homelessness, immigrants, residents of skilled nursing and acute care facilities, and hospitals.
- Partner with community organizations supporting individuals in underserved groups (ie. minority groups).

Another key to ensuring a diverse approach to outreach is recruiting a diverse and representative SILC membership and engaged committee participation. SILC will actively seek members and committee participation from unserved and underserved communities statewide.

Cultivate leadership within underserved communities:

Recruit and develop leadership skills among youth, young adults, and other people with disabilities representing underserved groups.

## 2.3 - COORDINATION

---

Plans for coordination of services and cooperation between programs and organizations that support community life for persons with disabilities.

Members of the DSE and network of CILs attend regular SILC meetings on a quarterly basis. The network of CILs have a mutual referral system where they refer consumers to each other and receive referrals from the SILC based on the geographical location of the consumer. The SILC and the network of CILs keep an open line of communication outside of the quarterly meetings to discuss service provision and advocacy issues. Additionally, they collaborate on developing and monitoring implementation of the SPIL which involves coordinating public forums to gather information. The CILs and SILC also maintain a relationship with the DSE, which in the State of Hawaii is the Department of Vocational Rehabilitation.

The Hawaii SILC believes in cooperating and collaborating with both private and governmental agencies that help support independent living for persons with disabilities. There are an estimated 186,081 people with disabilities in Hawaii. Through the collaboration of the CILs, government agencies, and community based organizations, we hope to be able to bridge the gap of services for those most in need.

Objective: To coordinate with DVR through mutual referrals and collaboration on shared consumers.

Methods: The network of CILs receive many referrals from DVR for our independent living services programs. The network of CILs also refer our consumers with employment goals to DVR.

Objective: To coordinate with Area Agencies on Aging (AAAs) through mutual referrals between agencies.

Methods: AAAs receive referrals through their Aging and Disability Resource Center (ADRC) program. Oftentimes, older adults have disabilities, and therefore require Independent Living

services. Other times, the AAAs cannot serve an individual with a disability who is not 60 years and older. Therefore, they refer people with disabilities under age 60 to Independent Living Centers for services.

Objective: To coordinate with entities providing energy and housing subsidies.

Methods: Many of our consumers have housing goals. The CILs work with consumers to achieve their housing goals by assisting them in looking for housing opportunities. However, many of our consumers also have significant financial restraints, which prevent them from making full security deposits upon lease signing. The CILs work with entities who provide security deposits for those who qualify through rental assistance programs. These entities include: Catholic Charities, Maui Economic Opportunity, and Aloha United Way 211. Consumers often have trouble paying their electric bills due to their limited or fixed incomes. We refer and work with entities who provide assistance: i.e.: Low-Income Home Energy Assistance Program (LIHEAP), Hawaii County Equal Opportunity Council, and Maui Economic Opportunity.

Objective: To work with entities who provide transportation services.

Methods: Many of our consumers are in need of transportation services. The CILs work with our consumers to address those needs through the paratransit system, accessible fixed route system. The CILs connect our consumers with the entities that provide paratransit services for those who qualify. The paratransit system does not work for rural areas beyond the three quarter mile of the fixed route system. Therefore, we work with other entities who provide transportation to rural areas, such as the human services program run by Maui Economic Opportunity. In addition, we refer people to other organizations who provide transportation like the volunteer organization of Na Hoaloha on Maui, and HCEOC Hawaii County Economic Opportunity Council.

## Section 3: Network of Centers

### 3.1 - EXISTING CENTERS

---

Current Centers for Independent Living including: legal name, geographic area and counties served, and source(s) of funding. Oversight process, by source of funds, and oversight entity.

### 3.1 - EXISTING CENTERS

---

Access to Independence of San Diego, Inc.

Counties Served: Honolulu

All Sources of Funding:

Title VII Chapter 1, Part B

Oversight Process: DSE has Oversight Contract Monitoring Annual Reports Quarterly Reports

Title VII Chapter 1, Part C

Oversight Process: ACL has Oversight Annual PPR

State Funds

Oversight Process: State Match Funds: DSE has Oversight Contract Monitoring Annual Reports Quarterly Reports

Oversight Entity: DSE and ACL/OILP

SPII Signatory: Yes

County Services

Honolulu (Full Services)

Aloha Independent Living Hawaii

Counties Served: Hawaii, Kalawao, Kauai, Maui, Honolulu

All Sources of Funding:

Title VII Chapter 1, Part B

Oversight Process: DSE has Oversight Contract Monitoring Annual Reports Quarterly Reports

Title VII Chapter 1, Part C

Oversight Process: ACL has Oversight Annual PPR

State Funds

Oversight Process: State Match Funds: DSE has Oversight Contract Monitoring Annual Reports Quarterly Reports

Oversight Entity: DSE and ACL/OILP

SPIL Signatory: Yes

County Services

Hawaii (Full Services)

Kalawao (Full Services)

Kauai (Full Services)

Maui (Full Services)

Honolulu (Full Services)

### 3.1 - EXISTING CENTERS

---

#### CIL Network

Explain the criteria for defining the CIL network, bearing in mind that those CILs included in the network should be those eligible to sign the SPIL.

Aloha Independent Living Hawaii and Access to Independent of San Diego are currently the only two federally recognized Centers for Independent Living (CILs) in Hawaii. Both centers utilize Title VII, Part C funding to deliver core IL services. Title VII, Part B funds core IL services, but primarily focuses on serving rural areas statewide (covering at least 80% of these areas), complementing the IL network's rural outreach efforts.

#### Access to Independence of San Diego

- Geographic Scope: Urban County of Honolulu, including the following neighborhoods (Aiea, Airport, Ala Moana-Kakaako, Aliamanu-Salt Lake, Diamond Head-Kapahulu, Downtown-Chinatown, Hawaii Kai, Kaimuki, Kalihi Valley, Kalihi-Palama, Kuliouou-Kalani Iki, Liliha/Alewa, Makiki-Tantalus, Manoa, McCully-Moilili, Moanalua, Nuuanu-Punchbowl, Palolo, Waialae-Kahala, Waikiki)
- Geographic Population: 456,018
- Funding Sources: Title VII, Part B and Part C funds
- Key Role: Provision of CORE IL services in the urban Honolulu area, SPIL signatory.

#### Aloha Independent Living Hawaii

- Geographic Scope: Counties of Hawaii, Maui, and Kauai, as well as rural areas on Oahu (Ewa, Kahaluu, Kailua, Kaneohe, Koolauloa, Makakilo/Kapolei, Mililani Mauka/Launani Valley, Mililani-Waipio, Mokapu, Nanakuli-Maili, North Shore, Pearl City, Wahiawa, Waianae Coast, Waimanalo, Waipahu/Waikale)
- Geographic Population: 963,761
- Funding Sources: Title VII, Part B and Part C funds
- Key Role: Statewide provision of CORE IL services, with emphasis on rural outreach, SPIL signatory.

### 3.2 - EXPANSION AND ADJUSTMENT OF NETWORK

---

Plan and priorities for use of funds, by funding source, including Part B funds, Part C funds, State funds, and other funds, whether current, increased, or one-time funding, and methodology for distribution of funds. Use of funds to build capacity of existing Centers, establish new Centers, and/or increase the statewide reach of the Network. (Follow the instructions in Title VII, Part C of the Rehabilitation Act of 1973, as amended.)

Definition of served, unserved, and underserved.

For the purposes of this Plan, the determination of the definitions is based upon the potential of providing levels of service to meet the needs of the community. The Plan used population data from the American Community Survey as a data source to provide the most accurate information on population by county, although the data is limited to non-institutionalized individuals.

Served - For the purposes of this Plan, a served county is defined as one that has access to Core Independent Living Services at the funding level to fully serve their community. To measure a level of fully serving, a county would have at minimum 3% of the disability population served annually. At present, 0 of Hawaii's 5 counties meet this definition.

Underserved - For the purposes of this Plan, an underserved county is defined as a county that has access to Core Independent Living Services but does not have a funding level that is adequate to fully serve the entire community. At present, 4 of Hawaii's 5 counties meet this definition.

Unserved - For the purposes of this Plan, an unserved county is defined as a county that does not have access or funding for all Core Independent Living Services. At present, 1 of Hawaii's 5 counties meet this definition.

#### Population and Disability Prevalence Data by County

- Honolulu County (Urban) has a population of 456,018, with an estimated disability population of 59,282. 3% of this would be 1,778.
- Honolulu County (Rural) has a population of 523,664, with an estimated disability population of 68,076. 3% of this would be 2,042.
- Hawaii County has a population of 204,626 with an estimated disability population of 35,776. 3% of this would be 1,073.
- Kauai County has a population of 72,928, with an estimated disability population of 9,812. 3% of this would be 294
- Maui County has a population of 162,543 with an estimated disability population of 17,858. 3% of this would be 536.
- Kalawao County has a population of 47 with an estimated disability population of 10. 3% of this would be 1.

Minimum funding level for a Center and formula/plan for distribution of funds to ensure that each Center receives at least the minimum.

To determine the minimum funding level for CILs and a plan for distributing funds to ensure core IL services are available in each community, we take into consideration several factors, such as population, prevalence of disability, Title VII Part C funding allotments, and geographic service areas.

First, we look at the population and prevalence of disability by county as compared to the current Title VII Part C Funding and Service Areas.

Title VII Part C funding in the amount of \$535,597 is allocated to Access to Independence of San Diego to provide Core IL services urban Honolulu, an area with an estimated population of 456,018. Title VII Part C funding in the amount of \$492,749 is allocated to Aloha Independent Living Hawaii to provide Core IL services in Hawaii, Maui, and Kauai counties, which have a population of 440,097. Rural Honolulu, with a population of 523,664, is not covered by Part C funding, and has been served by Aloha Independent Living Hawaii with Part B funding.

Serving a population of more than double urban Honolulu, Aloha Independent Living Hawaii is also faced with the unique challenges of larger geographic services areas which are divided by the Pacific Ocean.

Aloha Independent Living Hawaii has a unique model for serving 5 islands. A main, rural based CIL with a physical office is located on Hawaii Island, while rural Oahu, Maui, and Kauai islands are supported by a roving office. Each island has an IL specialist who utilizes shared office spaces through partner organizations as needed and meets the consumers in their homes.

Using Title VII, Part C funds as minimum funding levels for the two CILs, the remaining Title VII

Part B funds are weighted to provide IL services in rural communities. \$348,060 would be designated for IL services on Oahu, Maui, Kauai, Hawaii and Molokai.

Priorities for establishment of new CIL(s).

The SILC is planning to collect community data, including needs assessments and IL service availability across the state in FFY25 so we can determine the priorities and parameters for the establishment of new centers.

We will also engage ACL, ILRU and other SILCs to obtain methods that are best practices prior to establishing any formal process.

Action/process for distribution of funds relinquished or removed from a Center and/or if a Center closes.

We are committed to ensuring uninterrupted service for individuals by supporting Centers for Independent Living (CILs) facing operational challenges. If a Part C CIL relinquishes its award or has it terminated, we will work with the Administration on Community Living (ACL) and the Designated State Entity (DSE) to prioritize maintaining services in the affected area. The Hawaii IL Network will work request support from ACL on establishing and funding a current or new CIL(s) if warranted. The SILC and the remaining CIL(s) will provide mentorship to the new partner(s) as needed.

Should it become necessary to close a CIL in receipt of funds awarded through the DSE, the DSE will first determine if the closing CIL leaves any remaining state-awarded Title VII, Part B grant funds available for IL use.

Should any Title VII, Part B state-awarded grant funds be available for IL use, the DSE will, in collaboration with the SILC and the remaining Hawaii CIL(s), identify and utilize the most efficient process allowed under the State procurement process to ensure the continuation of services in the affected territory.

Should a CIL close without any Title VII, Part B State awarded funds available, the DSE will solicit the SILC and the CIL(s) recommendations and identify the territory as currently unserved by an existing CIL. The DSE will identify and utilize the most efficient process allowed under the State procurement process to ensure the continuation of services in the affected territory. The IL network will refer any callers to the nearest service provider. The closest service provider is not assumed to be the most available provider.

Should any Title VII, Part B funds allotted for IL services for fiscal years covered by this SPIL not be fully expended for any reason, the SILC and the Hawaii CIL(s) will provide input on the optimal use of those funds for established goals and objectives of the IL Network and the SPIL. SILC and the CILs encourage that other funds available to the DSE for IL services be used to continue establishing the statewide network of IL services provided by the Hawaii CILs.

Plan to build capacity of existing CILs and/or expand statewide reach by establishing branch offices and/or satellites of existing CILs.

The SILC is planning to collect community data, including needs assessments and IL service availability across the state in FFY25 so we can determine the need and feasibility of an existing CIL establishing physical, satellite offices. The SILC SPIL Committee, who meets quarterly to review the progress of the SPIL, will also make recommendation to the SILC and the IL Network on establishing of these physical centers.

Plan/formula for distribution of new funds (Part B, Part C, one-time funds, etc.)

Should new additional Title VII Part B funding become available during the course of this 3 year plan, the SPIL committee will utilize community data to determine the priorities and progress of the SPIL's goals and objectives, and the ability to serve unserved or underserved communities. Should new additional Title VII Part C funding become available during the course of this 3 year plan, or in the event a center shuts down, the guidelines of ACL shall be followed to procure the award, prioritizing a new center in the same area. If multiple grants under the Part C program cease operations, funding is consolidated for a new center serving the same area. Funding for a new ILC, if available, would prioritize areas with the lowest service rates. The new ILC must demonstrate an ability to provide services, have a centrally located office, and meet all requirements of a Center for Independent Living, including cultural competence. The minimum funding required to establish a new federally recognized Part C Center in Hawaii is \$500,000 covering essential staffing and administrative costs.

Plan/formula for adjusting distribution of funds when cut/reduced.

Should Title VII, Part C or Part B federal funding be reduced during the course of this three-year plan, the funds will be distributed according to the following:

- ACL would determine Part C allocations, which serves as a the base funding.
- Reduction Part B funds would reduce IL services to rural areas

Plan for changes to Center service areas and/or funding levels to accommodate expansion and/or adjustment of the Network. State the needed change(s) as concretely and succinctly as possible.

The SILC is planning to collect needs assessment data on IL services across the state in FFY25 so we can determine any opportunities for expansion or adjustment of service areas, including potentially allocating funding based on island.

Temporary Changes (if applicable) Other (if applicable)

## Section 4: Designated State Entity

### 4.0 - DESIGNATED STATE ENTITY

---

Hawaii Department of Human Services will serve as the entity in Hawaii designated to receive, administer, and account for funds made available to the state under Title VII, Chapter 1, Part B of the Act on behalf of the State.

### 4.1 - DSE RESPONSIBILITIES

---

- receive, account for, and disburse funds received by the State under this chapter based on the plan;
- provide administrative support services for a program under Part B, and a program under Part C in a case in which the program is administered by the State under section 723;
- keep such records and afford such access to such records as the Administrator finds to be necessary with respect to the programs;
- submit such additional information or provide such assurances as the Administrator may require with respect to the programs; and
- retain not more than 5 percent of the funds received by the State for any fiscal year under Part B for the performance of the services outlined in paragraphs (1) through (4).

## 4.2 - ADMINISTRATION AND STAFFING: DSE ASSURANCES

---

Administrative and staffing support provided by the DSE.

The DSE does not utilize any Part B appropriation for administrative costs.

## 4.3 - STATE-IMPOSED REQUIREMENTS

---

State-imposed requirements contained in the provisions of this SPIL including:

- State law, regulation, rule, or policy relating to the DSE's administration, funding, or operation of IL programs and/or establishment, funding, and operations of the SILC
- Rule or policy implementing any Federal law, regulation, or guideline that is beyond what would be required to comply with 45 CFR 1329
- That limits, expands, or alters requirements for the SPIL

The DSE ensures compliance with state-imposed requirements through contract monitoring and internal controls. The mechanisms for this include:

- Basic Contract Information and Establishment of Monitoring Requirements [D-1] - Summary of contract, including vendor name, contract number, start and end of dates, brief description, contract amounts, and risk assessment.
- Administrative Desk Review Monitoring Instrument [D-2] - Correspondence with vendor during period or review, meeting notes, required reports, contract amendments, review of paid invoices, documentation of finding and complaints.
- Expenditure Document Review Monitoring Instrument [D-3] - In depth review of all invoices and payments, expenditures, documentation of findings and discrepancies, corrective actions, and follow ups.
- Scope of Work Desk Review Monitoring Instrument [D-4] - Tasks, deliverables, and outcome and accomplishment monitoring, areas of concerns, vendor meetings, summary of findings.
- Overall Assessment of Contractor Performance [D-5] - Overall assessment of the vendor performance, including scope and quality and financial assessment.
- Site Review Monitoring Instrument [D-6] - Triggered by non-compliance, an on site review is negotiated with the vendor and it serves as a vehicle for corrective actions towards.
- Findings Closure Tracking Documentation [D-7] - Summary documentation at the end of the contract period, including all prior reviews. (D-2, D-3, D-4, and D-6)
- Contract Closeout [D-8] - Risk evaluation, findings, and final payment information.

These contract monitoring and internal controls work to ensure part B funds are utilized in alignment with the SPIL. None of these activities restrict the autonomy of the SILC.

## 4.4 - GRANT PROCESS & DISTRIBUTION OF FUNDS

---

Grant processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds.

Instructions: Describe the processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds including: (all of the following are required)

Process for soliciting proposals

The DSE receives, accounts for, and disburses Title VII Part B funds received by the State in accordance with the goals, objectives, and financial plan outlined in the SPIL. Funding is allocated through a two-party signed Uniform Grant Agreement supporting the applicable standards outlined in Uniform Guidance requirements. Additionally, a standard scope of service and performance measures and standards are mutually agreed upon between the IL partners and the DSE in order to ensure both programmatic and fiscal compliance supporting IL services other than the five core services.

The DSE does not require a solicitation or formal application process. Rather the program deliverables contained in the Uniform Grant Agreement are done in a collaborative manner between

the DSE and CILs. Evaluation and both financial and program performance are measured in a myriad of ways, including but not limited to required monthly and quarterly reporting and onsite visits as needed, the DSE's use of the quarterly period performance report and periodic financial report.

Development of format for proposals

As a pass-through funder, the DSE does not require competitive bidding in the development of proposals. The SPIL dictates the use of Title VII Part B funds.

Process for reviewing proposals and who reviewers will be

N/A

Process for evaluating performance and compliance of grantees

The DSE monitors each contract quarterly to ensure that funds are being used properly in accordance with provisions stated in the contract. The DSE provides assistance in such areas as interpretation of federal and state regulations to service providers. When necessary, the DSE completes on-site reviews of service providers' financial, administrative, personnel and service provision to assure requirements of the contract are being met. Furthermore, the DSE follows all reporting requirements mandated by the Federal Department of Health and Human Services (DHHS), Administration for Community Living (ACL), Uniform Guidance, and the Grant Accountability and Transparency Act.

The DSE utilizes contract monitoring and internal controls as listed in section 4.3.

## 4.5 - OVERSIGHT PROCESS FOR PART B FUNDS

---

The oversight process to be followed by the DSE.

The DSE, through contract monitoring and internal controls, keeps and provides access to contract records and submits additional information or provides such assurances as may required.

The DSE does not anticipate any additional funding resources.

## 4.6 - 722 VS. 723 STATE

---

722 State

# Section 5: Statewide Independent Living Council (SILC)

## 5.1 - ESTABLISHMENT OF SILC

---

How the SILC is established and SILC autonomy is assured.

The Statewide Independent Living Council (SILC) of Hawaii is a non-profit organization, formally incorporated in May 1998 and granted 501(c)(3) status by the Internal Revenue Service. Its establishment was further solidified through Executive Order No. 11-18, signed by Governor Neil Abercrombie in 2011, ensuring its legal standing and authority within the state.

The SILC maintains its autonomy and independence from all state agencies, including the Designated State Entity (DSE). This is achieved through several key mechanisms:

- **Organization and Physical Location:** The SILC office is organizationally and physically separate from all state agencies, and is operated in a community co-working space.
- **Self-Governance:** The SILC is governed by a board of directors (SILC members) appointed by the



Governor. These members have the authority to hire and supervise the Executive Director and staff, set goals and priorities, and ensure the Council's autonomy.

- **Fiscal Independence:** While the SILC receives federal funding under Title VII Part B of the Rehabilitation Act, it maintains independent fiscal management and decision-making regarding the allocation and use of these funds.

This structure guarantees that the SILC remains a consumer-controlled entity, free from undue influence or control by any state agency. It empowers the SILC to advocate effectively for the needs and rights of individuals with disabilities in Hawaii, ensuring that their voices are heard and their priorities are reflected in the State Plan for Independent Living.

## 5.2 - SILC RESOURCE PLAN

---

Resources (including necessary and sufficient funding, staff/administrative support, and in-kind), by funding source and amount, for SILC to fulfill all duties and authorities.

Funding sources may include "Innovation and Expansion (I&E) funds authorized by 29 U.S.C. 721(a)(18); Independent Living Part B funds; State matching funds; [state allotments of Vocational Rehabilitation funding;] other public funds (such as Social Security reimbursement funds); and private sources."

In order to fulfilling its duties and authorities as outlined in the State Plan for Independent Living (SPIL) and Section 705(c) of the Rehabilitation Act, the SILC has developed a resource plan that ensures strategic use of its allocated I&E funding in the amount of \$101,615 per Federal Fiscal Year. Funding will support:

- **Staff/Personnel Costs:** This includes salaries and benefits for a part-time Executive Director.
- **Operating Expenses:** This encompasses insurance, professional service fees such as accounting and bookkeeping, rent for the SILC office, utilities, office supplies, equipment, technology, and other essential operational costs.
- **Council Compensation and Expenses:** This includes stipends or per diem payments for SILC members, as well as reimbursement for travel, meals, and other expenses incurred while conducting SILC business.
- **Meeting Expenses:** This covers costs associated with SILC meetings, public hearings, and other events, including meeting space rental, provision of accessible formats and communication accommodations (e.g., sign language interpreters, captioning), and refreshments.
- **Training and Development:** This includes funding for staff and Council members to attend conferences, workshops, and training sessions relevant to their roles and responsibilities, ensuring they stay abreast of best practices and emerging trends in independent living.
- **Other Costs:** This category encompasses any additional expenses necessary for the SILC to fulfill its duties and authorities, such as legal fees, insurance, and evaluation costs.

SILC is committed to securing necessary and sufficient resources to carry out its work effectively.

This includes:

- **Developing a detailed annual budget:** The SILC will develop a comprehensive budget that outlines anticipated revenues and expenditures, ensuring fiscal responsibility and transparency.
- **Engaging in ongoing resource development:** The SILC will actively pursue diverse funding sources and explore innovative fundraising strategies to ensure financial sustainability. This may include service contracts, Innovation and Expansion (I&E) funds, State matching funds, state allotments of Vocational Rehabilitation funding, other public funds (such as Social Security reimbursement funds), foundation support and charitable contributions.
- **Regularly evaluating resource needs:** The SILC will conduct periodic assessments to ensure its resources remain adequate to meet its evolving needs and responsibilities.

Process used to develop the Resource Plan.

The SILC Budget Committee, which includes representation from the CILs and the DSE meets

quarterly to maintain the SILC Resource Plan.

Process for disbursement of funds to facilitate effective operations of SILC.

The Statewide Independent Living Council (SILC) of Hawaii operates as an independent and autonomous organization, separate from all state agencies, including the Designated State Entity (DSE). In accordance with its autonomous status, the SILC is solely responsible for managing its budget and expenditures.

As a grantee of the DSE, the SILC is committed to maintaining rigorous financial management practices. The SILC has established and will continue to uphold adequate procedures and internal financial controls to govern the management and utilization of all funds received.

Specific Mechanisms and Procedures include:

- Regular Disbursements: The SILC will submit invoices quarterly, and the DSE will disburse funds as outlined in the grant agreement, to ensure predictable and consistent cash flow.
- Streamlined Reporting: The SILC will provide clear and concise financial reports to the DSE, demonstrating accountability and responsible use of funds.
- Open Communication: The SILC and DSE will maintain open lines of communication to address any questions or concerns that may arise regarding the disbursement process.

Justification if more than 30% of the Part B appropriation is to be used for the SILC Resource Plan.

N/A

## 5.3 - MAINTENANCE OF SILC

---

How State will maintain the SILC over the course of the SPIL.

Instructions: Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b). Indicate who appoints members to the SILC, how the State ensures that the SILC composition and qualification requirements are met, how the chair is selected, how term limits are maintained, and how SILC vacancies are filled. Describe how the specific SILC-staffing requirements listed in the SPIL Instrument will be addressed. Concisely describe or cite relevant written policies, procedures, by-laws, technical assistance, and monitoring activities, or other practices.

Describe how the State will ensure that: (all of the following are required)

The SILC is established and operating

All residents of the State of Hawaii are eligible to apply for appointment to the SILC of Hawaii.

Applications are accepted by the SILC Board of Directors and the Hawaii Governor's State Boards and Commissions Office.

When received, applications are submitted to the current Chairperson for approval by the current board of directors, who will ensure the board maintains the composition requirements in section 705(b). A formal recommendation for appointment is submitted to the Governor's office.

Executive positions are elected at public quarterly meetings by members of the council.

Appointments are made in a timely manner to keep the SILC in compliance with the Act

Each application is reviewed by a committee and/or the entire SILC of Hawaii and shall be approved by current SILC members. SILC applications submitted to the SILC ensure that the SILC applicants are qualified and appointments fill vacant SILC appointments and/or geographic areas statewide.

The SILC approved recommended applications are submitted to the State of Hawaii Boards and Commissions office for review and appointment. Recommendations that are submitted directly through the Governor's office are also reviewed and approved by SILC members. SILC members and staff work with the Governor's staff to provide information and assist with the appointment process. The Governor's office approves appointment to the SILC.

To ensure appointments are made in a timely manner, an SILC Board Appointments Procedure has been submitted to the Governor's office, and persistent follow up with the Boards and Commission's office is maintained.

The SILC is organized in a way to ensure it is not part of any state agency

The SILC operates in following the approved policies that ensure that SILC has autonomy and authority to operate and conduct required duties and the granted authorities:

- SILC Bylaws
- Member Policies and Procedures
- Fiscal Policies and Procedures
- Personnel Policies

The SILC has the autonomy necessary to fulfill its duties and authorities, including “[working] with CILs to coordinate services with public and private entities, . . . conducting resource development, and performing such other functions . . . as the [SILC] determines to be appropriate

Necessary and sufficient resources are provided for the SILC Resource Plan to ensure the SILC has the capacity to fulfill its statutory duties and authorities

## Section 6: Legal Basis & Certifications

### 6.1 - DESIGNATED STATE ENTITY

---

The state entity/agency designated to receive and distribute funding, as directed by the SPIL, under Title VII, Part B of the Act is Hawaii Department of Human Services.

Authorized representative of the DSE Lea Dias. Title: Vocational Rehabilitation Administrator.

### 6.2 - STATEWIDE INDEPENDENT LIVING COUNCIL (SILC)

---

The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is Hawaii Statewide Independent Living Council.

### 6.3 - CENTERS FOR INDEPENDENT LIVING (CILS)

---

The Centers for Independent Living (CILs) eligible to sign the SPIL, a minimum of 51% whom must sign prior to submission, are:

Access to Independence of San Diego, Inc.

Aloha Independent Living Hawaii

#### 6.4.A

---

The SILC is authorized to submit the SPIL to the Independent Living Administration, Administration for Community Living.

Yes

#### 6.4.B

---

The SILC and CILs may legally carryout each provision of the SPIL.

Yes

#### 6.4.C

---

State/DSE operation and administration of the program is authorized by the SPIL.

Yes

# Section 7: DSE Assurances

## DSE ASSURANCES

---

Lea Dias acting on behalf of the DSE Hawaii Department of Human Services located at:  
Street: 1010 Richards Street, Suite 217  
City: Honolulu  
State: HI  
Zip Code: 96813

### 7.1

---

The DSE acknowledges its role on behalf of the State, as the fiscal intermediary to receive, account for, and disburse funds received by the State to support Independent Living Services in the State based on the plan;

### 7.2

---

The DSE will assure that the agency keeps appropriate records, in accordance with federal and state law, and provides access to records by the federal funding agency upon request;

### 7.3

---

The DSE will not retain more than 5 percent of the funds received by the State for any fiscal year under Part B for administrative expenses;

### 7.4

---

The DSE assures that the SILC is established as an autonomous entity within the State as required in 45 CFR 1329.14;

### 7.5

---

The DSE will not interfere with the business or operations of the SILC that include but are not limited to:

1. Expenditure of federal funds
2. Meeting schedules and agendas
3. SILC board business
4. Voting actions of the SILC board
5. Personnel actions
6. Allowable travel
7. Trainings

### 7.6

---

The DSE will abide by SILC determination of whether the SILC wants to utilize DSE staff:

1. If the SILC informs the DSE that the SILC wants to utilize DSE staff, the DSE assures that management of such staff with regard to activities and functions performed for the SILC is the sole responsibility of the SILC in accordance with Sec. 705(e)(3) of the Act (Sec. 705(e)(3), 29 U.S.C.796d(e)(3)).

### 7.7

---

The DSE will fully cooperate with the SILC in the nomination and appointment process for the SILC in the State;

## 7.8

---

The DSE shall make timely and prompt payments to Part B funded SILCs and CILs:

1. When the reimbursement method is used, the DSE must make a payment within 30 calendar days after receipt of the billing, unless the agency or pass-through entity reasonably believes the request to be improper;
2. When necessary, the DSE will advance payments to Part B funded SILCs and CILs to cover its estimated disbursement needs for an initial period generally geared to the mutually agreed upon disbursing cycle; and
3. The DSE will accept requests for advance payments and reimbursements at least monthly when electronic fund transfers are not used, and as often as necessary when electronic fund transfers are used, in accordance with the provisions of the Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

## DSE SIGNATURE SECTION

---

Lea Dias

Name of DSE Director/Authorized Representative

Vocational Rehabilitation Administrator

Title of DSE Director/Authorized Representative

Lea Dias

Electronic Signature

08/29/2024

Date

I understand that this constitutes a legal signature

# Section 8: Statewide Independent Living Council (SILC) Assurances and Indicators of Minimum Compliance

## 8.1 - SILC ASSURANCES

---

Judy Guajardo acting on behalf of the SILC Hawaii Statewide Independent Living Council located at:

Street: 1050 Queen St #100

City: Honolulu

State: HI

Zip Code: 96814

45 CFR 1329.14 assures that:

1. The SILC regularly (not less than annually) provides the appointing authority recommendations for eligible appointments;
2. The SILC is composed of the requisite members set forth in the Act;
3. The SILC terms of appointment adhere to the Act;
4. The SILC is not established as an entity within a State agency in accordance with 45 CFR Sec. 1329.14(b);
5. The SILC will make the determination of whether it wants to utilize DSE staff to carry out the functions of the SILC;
  - The SILC must inform the DSE if it chooses to utilize DSE staff;
  - The SILC assumes management and responsibility of such staff with regard to activities and functions performed for the SILC in accordance with the Act.
6. The SILC shall ensure all program activities are accessible to people with disabilities;

7. The State Plan shall provide assurances that the designated State entity, any other agency, office, or entity of the State will not interfere with operations of the SILC, except as provided by law and regulation and;
8. The SILC actively consults with unserved and underserved populations in urban and rural areas that include, indigenous populations as appropriate for State Plan development as described in Sec. 713(b)(7) the Act regarding Authorized Uses of Funds.

## 8.2 - INDICATORS OF MINIMUM COMPLIANCE

---

Indicators of minimum compliance for Statewide Independent Living Councils (SILC) as required by the Rehabilitation Act (Section 706(b), 29 U.S.C. Sec 796d-1(b)), as amended and supported by 45 CFR 1329.14-1329.16; and Assurances for Designated State Entities (DSE) as permitted by Section 704(c)(4) of the Rehabilitation Act (29 U.S.C. Sec. 796c(c)(4)), as amended.

### (a) STATEWIDE INDEPENDENT LIVING COUNCIL INDICATORS -

1. SILC written policies and procedures must include:
  - a. A method for recruiting members, reviewing applications, and regularly providing recommendations for eligible appointments to the appointing authority;
  - b. A method for identifying and resolving actual or potential disputes and conflicts of interest that are in compliance with State and federal law;
  - c. A process to hold public meetings and meet regularly as prescribed in 45 CFR 1329.15(a)(3);
  - d. A process and timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);
  - e. A process and timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);
    - i. "Executive Session" meetings should be rare and only take place to discuss confidential SILC issues such as but not limited to staffing.
    - ii. Agendas for "Executive Session" meetings must be made available to the public, although personal identifiable information regarding SILC staff shall not be included;
  - f. A process and timelines for the public to request reasonable accommodations to participate during a public Council meeting;
  - g. A method for developing, seeking and incorporating public input into, monitoring, reviewing and evaluating implementation of the State Plan as required in 45 CFR 1329.17; and
  - h. A process to verify centers for independent living are eligible to sign the State Plan in compliance with 45 CFR 1329.17(d)(2)(iii).
2. The SILC maintains regular communication with the appointing authority to ensure efficiency and timeliness of the appointment process.
3. The SILC maintains individual training plans for members that adhere to the SILC Training and Technical Assistance Center's SILC training curriculum.
4. The SILC receives public input into the development of the State Plan for Independent Living in accordance with 45 CFR 1329.17(f) ensuring:
  - a. Adequate documentation of the State Plan development process, including but not limited to, a written process setting forth how input will be gathered from the state's centers for independent living and individuals with disabilities throughout the state, and the process for how the information collected is considered.
  - b. All meetings regarding State Plan development and review are open to the public and provides advance notice of such meetings in accordance with existing State and federal laws and 45 CFR 1329.17(f)(2)(i)-(ii);
  - c. Meetings seeking public input regarding the State Plan provides advance notice of such meetings in accordance with existing State and federal laws, and 45 CFR 1329.17(f)(2)(i);
  - d. Public meeting locations, where public input is being taken, are accessible to all people with disabilities, including, but not limited to:
    - i. proximity to public transportation,

- ii. physical accessibility, and
  - iii. effective communication and accommodations that include auxiliary aids and services, necessary to make the meeting accessible to all people with disabilities.
  - e. Materials available electronically must be 508 compliant and, upon request, available in alternative and accessible format including other commonly spoken languages.
5. The SILC monitors, reviews and evaluates the State Plan in accordance with 45 CFR 1329.15(a)(2) ensuring:
- a. Timely identification of revisions needed due to any material change in State law, state organization, policy or agency operations that affect the administration of the State Plan approved by the Administration for Community Living.
6. The SILC State Plan resource plan includes:
- a. Sufficient funds received from:
    - i. Title VII, Part B funds;
    - ii. If the resource plan includes Title VII, Part B funds, the State Plan provides justification of the percentage of Part B funds to be used if the percentage exceeds 30 percent of Title VII, Part B funds received by the State;
    - iii. Funds for innovation and expansion activities under Sec. 101(a)(18) of the Act, 29 U.S.C. Sec. 721(a)(18), as applicable;
    - iv. Other public and private sources.
  - b. The funds needed to support:
    - i. Staff/personnel;
    - ii. Operating expenses;
    - iii. Council compensation and expenses;
    - iv. Meeting expenses including meeting space, alternate formats, interpreters, and other accommodations;
    - v. Resources to attend and/or secure training and conferences for staff and council members and;
    - vi. Other costs as appropriate.

## SILC SIGNATURE SECTION

---

The signature below indicates the SILC's agreement to comply with the aforementioned assurances and indicators:

Judy Guajardo

Name of SILC Chair

Judy Guajardo

Electronic Signature

08/29/2024

Date

I understand that this constitutes a legal signature

## Section 9: Signatures

### SIGNATURES

---

The signatures below are of the SILC chairperson and at least 51 percent of the directors of the centers for independent living listed in section 6.3. These signatures indicate that the Hawaii Statewide Independent Living Council and the centers for independent living in the state agree with and intend to fully implement this SPIL's content. These signatures also indicate that this SPIL is complete and ready for submission to the Independent Living Administration, Administration for Community Living, U.S. Department of Health and Human Services. The effective date of this SPIL is 10/01/2024

SILC SIGNATURE SECTION

Judy Guajardo  
Name of SILC Chair  
Judy Guajardo  
Electronic Signature  
08/29/2024  
Date  
I understand that this constitutes a legal signature

CIL SIGNATURE SECTION

Aloha Independent Living Hawaii  
Name of Center for Independent Living  
Roxanne Bolden  
Name of CIL Director  
Roxanna U Bolden  
Electronic Signature  
08/30/2024  
Date

Access to Independence of San Diego, Inc.  
Name of Center for Independent Living  
Letty Zuno  
Name of CIL Director  
Letty Zuno  
Electronic Signature  
08/30/2024  
Date