

State Plan for Independent Living (SPIL) for Hawaii for 2014-2016

General Information

Designated Agency Identification

State: Hawaii

Agency: Division of Vocational Rehabilitation

Plan for:2014-2016

Submitted in fiscal year:2013

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Part I: Assurances

Section 1: Legal Basis and Certifications

1.1 The designated State unit (DSU) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs.

Division of Vocational Rehabilitation

1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind.

n/a

1.3 The Statewide Independent Living Council of Hawaii (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.

Statewide Independent Living Council of Hawaii (SILC)

1.4 The DSU and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL. Yes

1.5 The DSU, and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, may legally carry out each provision of the plan and will comply with all applicable Federal statutes and regulations in effect with respect to the three-year period it receives funding under the SPIL. Yes

1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law. Yes

1.7 The representative of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is Susan Foard, Acting Administrator.

Section 2: SPIL Development

2.1 The plan shall be reviewed and revised not less than once every three years, to ensure the existence of appropriate planning, financial support and coordination, and other assistance to appropriately address, on a statewide and comprehensive basis, the needs in the State for:

- The provision of State independent living services;
- The development and support of a statewide network of centers for independent living;
- Working relationships between programs providing independent living services and independent living centers, the vocational rehabilitation program established under title I, and other programs providing services for individuals with disabilities.

Yes

2.2 The DSU and SILC conduct public meetings to provide all segments of the public, including interested groups, organizations and individuals, an opportunity to comment on the State plan prior to its submission to the Commissioner and on any revisions to the approved State plan. Yes

2.3 The DSU and SILC establish and maintain a written description of procedures for conducting public meetings in accordance with the following requirements. The DSU and SILC shall provide:

- appropriate and sufficient notice of the public meetings;
- reasonable accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public meetings, including providing sign language interpreters and audio-loops; and
- public meeting notices, written material provided prior to or at the public meetings, and the approved State plan in accessible formats for individuals who rely on alternative modes of communication.

Yes

2.4 At the public meetings to develop the State plan, the DSU and SILC identify those provisions in the SPIL that are State-imposed requirements beyond what would be required to comply with the regulations in 34 CFR parts 364, 365, 366, and 367. Yes

2.5 The DSU will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective. Yes

2.6 The DSU and SILC actively consult, as appropriate, in the development of the State plan with the director of the Client Assistance Program (CAP) authorized under section 112 of the Act. Yes

Section 3: Independent Living Services

3.1 The State, directly or through grants or contracts, will provide IL services with Federal, State, or other funds. Yes

3.2 Independent living services shall be provided to individuals with significant disabilities in accordance with an independent living plan mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary. Yes

3.3 All service providers will use formats that are accessible to notify individuals seeking or receiving IL services under chapter 1 of title VII about:

- the availability of the CAP authorized by section 112 of the Act;
- the purposes of the services provided under the CAP; and
- how to contact the CAP.

Yes

3.4 Participating service providers meet all applicable State licensure or certification requirements. Yes

Section 4: Eligibility

4.1 Any individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs authorized under chapter 1 of title VII of the Act. Any individual may seek information about IL services under these programs and request referral to other services and programs for individuals with significant disabilities, as appropriate. The determination of an individual's eligibility for IL services under the SILS and CIL programs meets the requirements of 34 CFR 364.51. Yes

4.2 Service providers apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion or type of significant disability of the individual applying for IL services. Yes

4.3 Service providers do not impose any State or local residence requirement that excludes any individual who is present in the State and who is otherwise eligible for IL services from receiving IL services. Yes

Section 5: Staffing Requirements

5.1 Service provider staff includes personnel who are specialists in the development and provision of IL services and in the development and support of centers. Yes

5.2 To the maximum extent feasible, a service provider makes available personnel able to communicate:

- with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication, nonverbal communication devices, Braille or audio tapes, and who apply for or receive IL services under title VII of the Act; and
- in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.

Yes

5.3 Service providers establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development programs emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy. Yes

5.4 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act. Yes

Section 6: Fiscal Control and Fund Accounting

6.1 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will comply with applicable EDGAR fiscal and accounting requirements and will adopt those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for those funds. Yes

Section 7: Recordkeeping, Access and Reporting

7.1 In addition to complying with applicable EDGAR recordkeeping requirements, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will maintain records that fully disclose and document:

- the amount and disposition by the recipient of that financial assistance;
- the total cost of the project or undertaking in connection with which the financial assistance is given or used;
- the amount of that portion of the cost of the project or undertaking supplied by other sources;
- compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
- other information that the Commissioner determines to be appropriate to facilitate an effective audit.

No

7.2 With respect to the records that are required by 34 CFR 364.35, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will submit reports that the Commissioner determines to be appropriate. Yes

7.3 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will provide access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, to the records listed in 34 CFR 364.37 for the purpose of conducting audits, examinations, and compliance reviews. Yes

Section 8: Protection, Use and Release of Personal Information

8.1 Each service provider will adopt and implement policies and procedures to safeguard the confidentiality of all personal information, including photographs and lists of names in accordance with the requirements of 34 CFR 364.56(a)(1-6). Yes

Section 9: Signatures

As the authorized signatories, we will sign, date and retain in the files of the state agency(ies) and the Statewide Independent Living Council the Part I: Assurances, 1-8, and the separate Certification of Lobbying forms ED-80-0013 (available in [MS Word](#) and [PDF](#) formats) for the state independent living program (Part B) and the centers for independent living program (Part C).

The effective date of this SPIL is October 1, 2013.

Section 9: Signature for SILC Chairperson

Name: Jenny Hausler

Title: Chair

Signed:

Date signed:

Section 9: Signature for DSU Director

Name: Susan Foard

Title: Acting Administrator

Signed:

Date signed:

Section 9: Signature for Separate State Agency for Individuals Who Are Blind

Is there a Separate State Agency for Individuals Who Are Blind? No

Name N/A

Title N/A

Signed: No

Date signed

Part II: Narrative: Section 1 - Goals, Objectives and Activities

Section 1: Goals, Objectives and Activities 1.1 Goals and Mission

Describe the overall goals and mission of the State's IL programs and services. The SPIL must address the goals and mission of both the SILS and the CIL programs, including those of the State agency for individuals who are blind as they relate to the parts of the SPIL administered by that agency.

Goal Name: Mission of the State IL Programs and Services

Goal Description:

The mission of the Hawaii State Independent Living (IL) Programs is to promote and support increased participation and engagement of persons with disabilities in their communities statewide. Accordingly, the Statewide Independent Living Council (SILC) will collaborate with other entities to reach out to, increase the capacity of, and support mobilization of persons with disabilities to successfully engage and influence community conditions via the following goals and objectives. These goals and activities relate directly to the four core service areas which are (1) Information and Referral, (2) Peer Support, (3) Independent Living Skills, and (4) Advocacy.

Goal Name: Fulfillment of Title 7 Obligations

Goal Description:

SILC, VR, Centers and other IL Service Agencies verify that Hawaii Centers for Independent Living and other Service Provider agencies statewide are ensuring access to services required in the four core areas under Title 7 of the Rehabilitation Act of 1973, as amended.

Action 1: Assess performance of ILCs and providers to identify areas for service delivery improvement.

Action 2: Identify education, training and skill building opportunities for Centers and other Independent Living Service Providers, statewide, to assist them in elevating the quality of and broadening the reach of services to people with disabilities throughout the state of Hawaii.

Action 3: Ensure and facilitate a minimum of at least one meeting annually for staff of Centers and other Independent Living Service Providers, statewide, for the purpose of assessing service provision and sharing best practices in their respective agencies.

Action 4: Educate, train and support IL service providers, statewide, to fully understand service delivery requirements.

Goal Name: Increase Levels of Engagement and Access to Resources

Goal Description:

Conduct outreach to and communicate with persons with disabilities in the state of Hawaii with particular emphasis on reaching people who are currently underserved.

Action 1: Secure and utilize state-of-the-art accessible polling, surveying and accessible outreach tools to disseminate information to, and gather information from persons with disabilities in underserved areas statewide.

Action 2: Facilitate new and strengthen existing linkages between persons with disabilities in rural and neighbor island communities that are underserved.

Action 3: Optimize the use of technology to improve the ability of HCIL and other service providers to disseminate information to as well as collect feedback from constituents in accessible formats.

a. Monitor emerging technology to facilitate communication using electronic devices, braille, large print, audio files, and others.

Action 4: Collaborate with Aloha United Way (AUW) to improve access for people with disabilities to the state 211 Information and Referral Help Line.

a. Work with AUW to ease access to its services by activating 24/7 use of TDD or video relay access for persons who are deaf.

b. Ensure that existing resources (DCAB and Executive Office on Aging) and other resources for people with disabilities are linked to, or included in the 211 system.

c. Assist AUW to convene consumer groups that include people with disabilities to improve accessibility for persons with disabilities.

d. Collaborate with AUW and media contacts to advertise the enhanced 211 accessibility features to people with disabilities statewide.

e. Collaborate with CIL, VR, and other advocates and providers to ensure ongoing 24/7 accessibility to 211.

Action 5: Work with the appropriate entities to increase the number of TDD equipped public pay phones (or comparable devices) for use by people with disabilities at strategic locations statewide.

Goal Name: Improve Visibility and Perceptions of People with Disabilities

Goal Description:

Create positive visibility, attitudes and public perception of people with disabilities through strategic engagement of local media and key audiences throughout the state. (Ongoing)

Action 1: Cultivate and build relationships (via letters, news releases, speeches, appearances) to elevate awareness of disability issues with news, service organizations and influential audiences across the state.

Action 2: Partner with providers, media outlets and news sources statewide to highlight, publicize and celebrate the achievements of people with disabilities in the state of Hawaii.

Action 3: Work with providers, statewide, to sponsor and coordinate strategically timed, high visibility gatherings for persons with disabilities to come together with other key stakeholders to network, share information, socialize and provide peer support regarding shared interests and needs in their respective communities across the state.

Action 4: Partner with providers, statewide, and other appropriate entities to stage large group gatherings and events by bringing people from neighbor islands and or rural communities statewide (or provide other accessible types of interaction linkages) together at least twice in three years to forge new partnerships, relationships, and alliances at events such as, but not limited to, celebrating the Americans with Disabilities Act, National White Cane Day, and Day at the Capitol.

Action 5: Collaborate with IL Service Providers statewide to convene more peer support groups organized around shared demographics, needs, and interests.

Goal Name: Increase Political Influence of People with Disabilities

Goal Description:

To make public policy more responsive to people with disabilities by increasing the number of knowledgeable people with disabilities on policymaking committees statewide.

Action 1: Collaborate with election officials, civic organizations, and IL service providers statewide to increase the number of persons eligible to vote in elections each year. (Ongoing)

Action 2: Facilitate gatherings to organize people with disabilities and related stakeholders across the state to interact with legislators via email, telephone or in person to strengthen the understanding of policymakers of the needs and interests of people with disabilities. (Ongoing)

Action 3: Collaborate with the office of the Governor and Offices of the County Mayors and officials to increase the number of people with disabilities appointed to local Boards, Commissions, Committees, and Advisory Groups that address public policy. (Mayors Committee on Disabilities, etc.) (Ongoing)

Goal Name: Improve Disaster Preparedness Response Provisions for Persons with Disabilities

Goal Description:

Collaborate with private and government Disaster Preparedness Service Providers, emergency responders, and Civil Defense entities to improve the statewide emergency response strategies for reaching and assisting people with disabilities.

Action 1: Collaborate with State Civil Defense, and Red Cross to ensure the inclusion of people with disabilities in their emergency advisory and planning groups.

Action 2: Educate and encourage local broadcast media to provide news captioning and or sign language interpreters to communicate emergency information (weather extremes, tsunamis, earthquakes, flooding or other alerts) or disaster response directives.

Action 3: Educate staff at major movie theatre chains statewide to incorporate emergency alert messages (captions, crawls, and other forms accessible to people with disabilities).

Goal Name: Increase Accessible Public Transportation Options for People with Disabilities

Goal Description:

Partner with relevant private, nonprofit, and governmental organizations statewide to improve availability of accessible public transportation options for people with disabilities.

Action 1: Work with the Counties (or other provider entities) to create and restore bus service routes.

Action 2: Work with the Counties to create new accessible transportation routes especially in rural areas.

Action 3: Encourage the Counties to convene and consult consumer advisory groups that include people with different types of disabilities to assess available transportation options and to recommend system improvements (for Handi Van and similar services).

Goal Name: Increase Affordable and Accessible Housing Inventory

Goal Description:

Educate developers, contractors, designers, nonprofit and government organizations about accessible affordable housing. Increase affordable and accessible housing inventory by educating and partnering with developers, contractors, designers, nonprofit, and governmental organizations, improving the availability of accessible housing statewide.

Action 1: Collaborate with architects, developers, and the counties to create new inventory of units based on universal design for buildings and neighborhoods.

Action 2: Encourage IL service providers to work with local nonprofit affordable housing developers to increase inclusion of units designed for people with disabilities in all new future public housing projects or major public housing rehabilitation efforts.

Action 3: Encourage IL service providers to work with legislators and state government to author legislation requiring provision of Accessible Housing Units (similar to current affordable housing requirements in effect in Hawaii).

Action 4: Influence IL service providers to educate and influence local Section 8 voucher providers to increase the inventory of Accessible units in the state Section 8 certified rental housing pool.

Goal Name: Increase Voter Registration of People with Disabilities

Goal Description:

Educate consumers to increase voter registration especially in rural areas, statewide.

Action 1: IL service providers to work with legislators, and Office of Elections using high tech and low tech solutions in accessing political and voting information.

Action 2: CILs and IL providers will facilitate new and strengthen existing linkages between persons with disabilities in rural island communities statewide that age underserved.

1.2 Objectives

1.2A. Specify the objectives to be achieved and the time frame for achieving them.

Goal(s) from Section 1.1	Objective to be achieved	Time frame start date	Time frame end date
Mission of the State IL Programs and Services	The mission of the Hawaii State Independent Living (IL) Programs is to promote and support increased participation and engagement of persons with disabilities in their communities statewide. Accordingly, the Statewide Independent Living Council (SILC) will collaborate with other entities to reach out to, increase the capacity of, and support mobilization of persons with disabilities to successfully engage and influence community conditions via the following goals and objectives. These goals and activities relate directly to the four core service areas which are (1) Information and Referral, (2) Peer Support, (3) Independent Living Skills, and (4) Advocacy.	10/01/2014	09/30/2016
Fulfillment of Title 7 Obligations	Objective 1: SILC, VR, Centers and other Service Agencies verify that Hawaii Centers for Independent Living and other Service Providers statewide are ensuring access to the services required in the four core areas under Title 7 of the Rehabilitation Act, 1973, as amended: 1) Information and Referral, 2) Peer Support, 3) Independent Living Skills, and 4) Advocacy.	10/01/2014	09/30/2016
Increase Levels of Engagement and Access to Resources	Objective 2: Conduct outreach to and communicate with persons with disabilities in the state of Hawaii with particular emphasis on reaching people who are currently underserved.	10/01/2014	09/30/2016
Improve Visibility and Perceptions of People With Disabilities	Objective 3: Create positive visibility, attitudes and public perception of people with disabilities through strategic engagement of local media and key audiences throughout the state. (Ongoing)	10/01/2014	09/30/2016
Increase Political Influence of People with Disabilities	Objective 4: To make public policy more responsive to people with disabilities by increasing the number of knowledgeable people with disabilities on policymaking committees statewide.	10/01/2014	09/30/2016
Improve Disaster Preparedness Response Provisions for Persons with Disabilities	Objective 5: Collaborate with private and government Disaster Preparedness Service Providers, emergency responders, and Civil Defense entities to improve the statewide emergency response strategies for reaching and assisting people with disabilities.	10/01/2014	09/30/2016
Increase Accessible Public Transportation Options for People with Disabilities	Objective 6: Partner with relevant private, nonprofit, and governmental organizations statewide to improve availability of accessible public transportation options for people with disabilities.	10/01/2014	09/30/2016
Increase Affordable and Accessible Housing Inventory	Objective 7: Educate developers, contractors, designers, nonprofit and government organizations about accessible affordable housing. Increase affordable and accessible housing inventory by educating and partnering with developers, contractors, designers, nonprofit, and governmental organizations, improving the availability of accessible housing statewide.	10/01/2014	09/30/2016
Increase Voter Registration of People with Disabilities	Objective 8: Educate consumers to increase voter registration especially in rural areas, statewide.	10/01/2014	09/30/2016

1.2 Objectives

1.2B Describe the steps planned regarding outreach to populations in the State that are unserved or underserved by programs under title VII, including minority groups and urban and rural populations.

- Identify the populations to be designated for targeted outreach efforts

At least 80 percent of individuals residing in rural areas and individuals who are deaf, hard of hearing or deaf-blind.

- Identify the geographic areas (i.e., communities) in which the targeted populations reside

Statewide.

- Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed

Hawaii geographically is the portal to the Pacific Rim nations and territories lending itself naturally to the majority of its population being individuals with minority backgrounds.

Addressing minority backgrounds is addressed individually with each individual, respect to both language interpretation and any accommodation needs based on their disability.

1.3 Financial Plan

Describe in sections 1.3A and 1.3B, below, the financial plan for the use of Federal and non-Federal funds to meet the SPIL objectives.

1.3A Financial Plan Tables

Complete the financial plan tables covering years 1, 2 and 3 of this SPIL. For each funding source, provide estimated dollar amounts anticipated for the applicable uses. The financial plan table should include only those funding sources and amounts that are intended to support one or more of the objectives identified in section 1.2 of the SPIL. To the extent possible, the tables and narratives must reflect the applicable financial information from centers for independent living. Refer to the SPIL Instructions for additional information about completing the financial tables and narratives.

Year 1 - 2014 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B		295459		
Title VII Funds Chapter 1, Part C			812592	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	185109			
Other Federal funds - other				
Non-Federal funds - State funds	50099	29546		
Non-Federal funds - Other				

Total	235208	325005	812592	0
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Year 2 - 2015 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B		295459		
Title VII Funds Chapter 1, Part C			812592	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	185109			
Other Federal funds - other				
Non-Federal funds - State funds	50099	29546		
Non-Federal funds - Other				
Total	235208	325005	812592	0

Year 3 - 2016 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B		295459		
Title VII Funds Chapter 1, Part C			812592	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	185109			
Other Federal funds - other				
Non-Federal funds - State funds	50099	29546		
Non-Federal funds - Other				
Total	235208	325005	812592	0

1.3B Financial Plan Narratives

1.3B(1) Specify how the part B, part C and chapter 2 (Older Blind) funds, if applicable, will further the SPIL objectives.

1.3B(2) Describe efforts to coordinate Federal and State funding for centers and IL services, including the amounts, sources and purposes of the funding to be coordinated.

1.3B(3) Describe any in-kind resources including plant, equipment or services to be provided in support of the SILC resource plan, IL services, general CIL operations and/or other SPIL objectives.

None

1.3B(4) Provide any additional information about the financial plan, as appropriate.

None

1.4 Compatibility with Chapter 1 of Title VII and the CIL Work Plans

1.4A Describe how the SPIL objectives are consistent with and further the purpose of chapter 1 of title VII of the Act as stated in section 701 of the Act and 34 CFR 364.2.

The goals and objectives are consistent with the purposes of providing, expanding and improving the provision of independent living services in order to improve the lives of individuals with significant disabilities statewide. The goals further the support of the independent living centers and IL Providers encouraging improvement in working relations among the centers, the SILC and other Hawaii programs that address the needs of individuals with significant disabilities. The goals and objectives promote the philosophy of independent living based on consumer control, peer support, self help, self determination, equal access, and advocacy to maximize the full inclusion in society, independence and productivity of individuals with significant disabilities.

1.4B Describe how, in developing the SPIL objectives, the DSU and the SILC considered and incorporated, where appropriate, the priorities and objectives established by centers for independent living under section 725(c)(4) of the Act.

1.5 Cooperation, Coordination, and Working Relationships Among Various Entities

Describe the steps that will be taken to maximize the cooperation, coordination and working relationships among the SILS program, the SILC, and centers; the DSU, other State agencies represented on the SILC and other councils that address the needs of specific disability populations and issues; and other public and private entities determined to be appropriate by the SILC.

The description must identify the entities with which the DSU and the SILC will cooperate and coordinate.

SILC is committed to collaboration with organizations of and for individuals with disabilities including, but not limited to the State Department of Human Services, the State Department of Health, Centers for Independent Living, Independent Living Providers, the State Department of Transportation, counties of Hawaii, and consumer groups of people with disabilities.

1.6 Coordination of Services

Describe how IL services funded under chapter 1 of title VII of the Act will be coordinated with and complement other services to avoid unnecessary duplication with other Federal, State, and

local programs, including the OIB program authorized by chapter 2 of title VII of the Act, that provide IL- or VR-related services.

1.7 Independent Living Services for Individuals who are Older Blind

Describe how the DSU seeks to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under the Older Individuals who are Blind program and that the DSU determines to be effective.

Part II: Narrative: Section 2 - Scope, Extent, and Arrangements of Services

2.1 Scope and Extent

2.1A Check the appropriate boxes in the SPIL Instrument table indicating the types of IL services to be provided to meet the objectives identified in section 1.2 of this SPIL, and whether the services will be provided by the CILs or by the DSU (directly and/or through contract or grant).

Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/ grants)
Core Independent Living Services - Information and referral	No	Yes	Yes
Core Independent Living Services - IL skills training	No	Yes	Yes
Core Independent Living Services - Peer counseling	No	Yes	Yes
Core Independent Living Services - Individual and systems advocacy	No	Yes	Yes
Counseling services, including psychological, psychotherapeutic, and related services	No	Yes	Yes
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 significant disabilities)	No	Yes	Yes
Rehabilitation technology	No	Yes	Yes
Mobility training	No	Yes	Yes
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	No	Yes	Yes
Personal assistance services, including attendant care and the training of personnel providing such services	No	Yes	Yes
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	No	Yes	Yes
Consumer information programs on rehabilitation and IL 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	No	Yes	Yes
Education and training necessary for living in the community and participating in community activities	No	Yes	Yes
Supported living	No	Yes	Yes
Transportation, including referral and assistance for such transportation	No	Yes	Yes
Physical rehabilitation	No	Yes	Yes
Therapeutic treatment	No	Yes	Yes

Provision of needed prostheses and other appliances and devices	No	Yes	Yes
Individual and group social and recreational services	No	Yes	Yes
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	No	Yes	Yes
Services for children with significant disabilities	No	Yes	Yes
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 significant disabilities	No	Yes	Yes
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	No	Yes	Yes
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	No	Yes	Yes
Other necessary services not inconsistent with the Act	No	Yes	Yes

2.1B Describe any service provision priorities, including types of services or populations, established for meeting the SPIL objectives identified in section 1.2.

The DSU through contract, will provide the IL CORE services to no less than 80 percent of the statewide rural areas.

2.1C If the State allows service providers to charge consumers for the cost of services or to consider the ability of individual consumers to pay for the cost of IL services, specify the types of IL services for which costs may be charged and for which a financial need test may be applied, and describe how the State will ensure that:

- Any consideration of financial need is applied uniformly so that all individuals who are eligible for IL services are treated equally; and
- Written policies and consumer documentation required by 34 CFR 364.59(d) will be kept by the service provider.

Indicate N/A if not applicable.

N/A

2.2 Arrangements for State-Provided Services

2.2A If the DSU will provide any of the IL services identified in section 2.1A through grants or contractual arrangements with third parties, describe such arrangements.

N/A

2.2B If the State contracts with or awards a grant to a center for the general operation of the center, describe how the State will ensure that the determination of an individual's eligibility for services from that center shall be delegated to the center.

The state will ensure that the determination of each individual eligible for services from that center shall be delegated to the Center. Verification of eligibility shall be ascertained through quarterly on site meetings with centers, quarterly consumer activity and expenditure reports, and review of biannual consumer service record reviews.

Part II: Narrative: Section 3 - Design for the Statewide Network of Centers

3.1 Existing Network

Provide an overview of the existing network of centers, including non-Part C-funded centers that comply with the standards and assurances in section 725 (b) and (c) of the Act, and the geographic areas and populations currently served by the centers.

Hawaii Center for Independent Living (HCIL) is one of two Centers for Independent Living (CILs) in the State of Hawaii. HCIL provides CORE IL services statewide from its center facility on Oahu, satellite offices on the islands of Kauai, Maui and Hawaii, with community based staff and mobile outreach. The second center, Hauula Center, provides CORE IL services to the North Shore and Leeward Coast of the island of Oahu, and operates under the same board of directors as HCIL, the center located in Honolulu. The Hauula Center services the North Shore and Leeward Coast of the island of Oahu which includes the following areas: Waianae, Nanakuli, Makaha, Makua, Mokuleia, Waialua, Haleiwa, Waimea, Sunset Beach, Kahuku, Laie, and Hauula, Kaaawa, Waiahole, Kahaluu. The two centers provide CORE IL services statewide.

3.2 Expansion of Network

Describe the design for the further expansion of the network, including identification of the unserved and underserved areas in the State and the order of priority for serving these areas as additional funding becomes available (beyond the required cost-of-living increase).

The Hawaii and Hauula Centers for Independent Living (HCIL) provides CORE IL services to consumers statewide. The formula used is proportional based on the geographical and population of the statewide area served by each center. With an increase of Part C funding, the formulas would remain the same at 65 and 35 percent.

With additional funding, the order of priority for services would be the underserved areas of the: 1) West Shore of the Island of Hawaii, 2) North Shore and the Leeward Coast of the Island of Oahu, 3) the islands of Molokai and Lanai located in the County of Maui which are currently being served by the Kahului office located on Maui, with a local based community service provider serving Molokai.

3.3 Section 723 States Only

3.3A If the State follows an order of priorities for allocating funds among centers within a State that is different from what is outlined in 34 CFR 366.22, describe the alternate order of priority that the DSU director and the SILC chair have agreed upon. Indicate N/A if not applicable.

N/A

3.3B Describe how the State policies, practices and procedures governing the awarding of grants to centers and the oversight of these centers are consistent with 34 CFR 366.37 and 366.38.

The DSU provides administrative support for IL services to individuals with disabilities through contracts with IL service providers, providing services specific to the identified needs of unserved and underserved individuals with disabilities, funded by Title VII, Chapter 1, Part B and state funds.

The DSU standard for IL providers is majority consumer controlled and operated organizations.

The DSU supports and monitors the service providers through a consumer needs assessment regularly scheduled and completed every three years by the SILC, encourages IL providers to attend SILC quarterly meetings, consumer satisfaction reports completed by the providers, quarterly and annual activity and expenditure reports and quarterly onsite meetings to discuss program services to consumers, and monitor fiscal management by the providers, additionally to support a strong collaborative relationship of IL service providers, DSU and the SILC.

Hawaii is not a Section 723 state.

Part II: Narrative: Section 4 - Designated State Unit (DSU)

4.1 Administrative Support Services

4.1A Describe the administrative support services to be provided by the DSU for the SILS (Part B) program and, if the State is a Section 723 State, for the CIL (Part C) program. Refer to the SPIL Instructions for additional information about administrative support services.

The DSU standard set for IL providers and contracts is: 1) majority consumer controlled and operated organizations;

2) serving not less than 80 percent of rural areas statewide, and 3) first and foremost providing IL CORE services before any other supportive IL services.

The DSU supports and monitors the service providers through a consumer needs assessment completed every three years by the SILC; encourages IL providers to attend SILC quarterly meetings; implement consumer satisfaction reports; submit quarterly and annual activity and expenditure reports; hold quarterly onsite meetings to discuss program services; and monitor the providers fiscal management.

The DSU supports and encourages IL providers to establish a strong collaborative relationship with the SILC, DSU and other IL providers and centers.

Hawaii is not a 723 state.

4.1B Describe other DSU arrangements for the administration of the IL program, if any.

The DSU provides administrative support for IL services to individuals with disabilities through contracts with IL service providers, providing services specific to the identified needs of unserved and underserved individuals with disabilities, funded by Title VII, Chapter 1, Part B and state funds.

The DSU supports and monitors the service providers through a consumer needs assessment completed every three years by the SILC, encourages IL providers to attend SILC quarterly meetings, consumer satisfaction reports completed by the providers, quarterly and annual activity and expenditure reports and quarterly onsite meetings to discuss program services to consumers and monitor fiscal management by the providers and to support a strong collaborative relationship of IL service providers, DSU and the SILC.

Part II: Narrative: Section 5 - Statewide Independent Living Council (SILC)

5.1 Resource plan

5.1A Describe the resource plan prepared by the SILC in conjunction with the DSU for the provision of resources, including staff and personnel, made available under parts B and C of chapter 1 of title VII, section 101(a)(18) of the Act, and from other public and private sources that may be necessary to carry out the functions of the SILC identified in section 705(c). The description must address the three years of this SPIL.

- Refer to the SPIL Instructions for more information about completing this section.

For more information click the icon.

5.1B Describe how the following SILC resource plan requirements will be addressed.

- The SILC's responsibility for the proper expenditure of funds and use of resources that it receives under the resource plan.

The SILC Executive Director and the SILC Executive Committee have oversight of the resource plan, monitoring expenditures, providing financial statements to SILC members, and assisting with the SILC budget. The duties and responsibilities of the Executive Director are determined by the SILC Executive Committee and SILC members.

The scope of services for the SILC is provided in the contract with the DSU, the Rehab Act of 1973, as amended, and SILC Bylaws.

- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.

In the previous SPIL (2011-2013), the SILC was working toward an Executive Order signed by the Governor that shows SILC as independent from the DSU and any other state agencies.

Executive Order No. 11-18 signed by the Governor on June 9, 2011 ensured that the SILC is operated as a nonprofit organization independent from any state agency.

- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

There are no conditions or requirements that are imposed by the DSU or any other entity that may compromise the independence of the Hawaii SILC. The Hawaii SILC relies to the maximum extent possible on the resources in existence during the period of the implementation of the SPIL.

5.2 Establishment and Placement

Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies. Refer to the SPIL Instructions for more information about completing this section.

The Hawaii SILC is established as a 501(c)(3), not for profit corporation. The Hawaii State statute and an executive order which reflects its federal requirements and its legal status approved by the office of the Governor states that SILC is not established as an entity in any state agency, including the DSU.

5.3 Appointment and Composition

Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b). Refer to the SPIL Instructions for more information about completing this section.

SILC members shall be appointed by the Governor of the State of Hawaii as provided in Section 2.2 of the Bylaws of the Corporation, as amended and approved March 22, 2012. The SILC composition meets all the federal requirements and is in full compliance. The SILC members and Executive Director regularly seek the recruitment of new members that meet with the federal guidelines. Applications that are submitted are reviewed then approved by SILC members and sent to the office of the governor for official appointment.

5.4 Staffing

Describe how the following SILC staffing requirements will be met.

- SILC supervision and evaluation, consistent with State law, of its staff and other personnel as may be necessary to carry out its functions.

There are currently two full-time staff: one full-time Executive Director and an Administrative Assistant. The Executive Director is the employee of and serves at the pleasure of the SILC Board of Directors (Executive Committee) consistent with state law. Any other staff is hired by the Executive Director to carry out other SILC duties. Additional requested funds may also be used for assistive technology that may be required to provide appropriate accommodations for the SILC to fulfill the essential and non-essential functions of the council and staff.

- Non-assignment of duties to SILC staff and other personnel made available by the DSU, or any other State agency or office that would create a conflict of interest while assisting the SILC in carrying out its duties.

Neither SILC employees or any future employee will be assigned any duty that would create a conflict of interest with SILC carrying out the duties required.

There is no staff made available to the SILC by the DSU or any other entity that would create a conflict of interest.

The Hawaii SILC is in compliance with all state and federal employment laws and completes all necessary reporting and documentation.

Part II: Narrative: Section 6 - Service Provider Requirements

Describe how the following service provider requirements will be met:

6.1 Staffing

- Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.

The DSU and SILC have set standards that follow the CFR requirements of IL providers and specialists, which are set in the staffing requirements of any IL contract awarded.

The DSU, SILC and network of centers, provide ongoing opportunities for training, education and webinars sponsored by collaborative efforts, using the tools of SILC, Technical Assistance Continuing Education (TACE) and the ILRU, in the IL philosophy, skills planning and development of specialists and centers, as well as developing an IL plan for consumer service.

The IL specialists and providers standards are relative to the position descriptions which sets the minimum qualifications for the staff of a center or provider.

Through the contract terms and conditions of the DSU, quarterly expenditure and activity reports and quarterly on-site meetings, the IL centers and providers are reviewed and monitored. A minimum of 2 quarterly meetings are held on site to ensure evaluation and monitoring of both fiscal and program records of service.

- Availability, to the maximum extent feasible, of personnel able to communicate (1) with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and (2) in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.

IL service providers by contract from the DSU are to be majority consumer controlled and operated, to employ personnel able to communicate with individuals with significant disabilities who rely on alternative modes of communication.

IL centers and providers are able to serve a large number of ethnically diverse individuals as well as those with sensory disabilities. As a large number of people from the Pacific Rim nations come to Hawaii for IL services, language interpreters are hired to better serve those who do not speak English and alternative formats are used for written communication.

- Establishment and maintenance of a program of staff development for all classes of positions involved in providing IL services and, where appropriate, in administering the CIL program, improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.

The DSU, SILC and IL centers and providers plan for and provide training for staff involved in providing IL services, including knowledge of and practices in the IL philosophy, to enhance their professional development. The IL centers and providers hold quarterly meetings with DSU staff, to review the progress and scope of services provided outlined within the DSU contract.

The IL centers and providers are encouraged to actively participate in SILC quarterly meetings and participate in collaborative efforts to educate and enhance the skills of their staff to better serve individuals with significant disabilities in Hawaii.

- Affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

The DSU, SILC, IL centers and providers utilize affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to employment of individuals with disabilities under section 503 of the Act. Within the DSU contract terms and agreements, the expectation is written into such that the IL centers and providers will both hire qualified people with disabilities and use the contracted funds to provide any accommodations requested for their staff.

6.2 Fiscal Control and Fund Accounting

- Adoption of those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for funds made available through parts B and C of chapter 1 of title VII of the Act, in addition to complying with applicable EDGAR fiscal and accounting requirements.

The DSU, SILC, IL centers and providers have fiscal controls and fund accounting procedures that are necessary to ensure the proper disbursement of and accounting for funds made available through parts B and C of chapter 1 of title VII of the Act, in addition to complying with applicable state, EDGAR fiscal and accounting requirements.

6.3 Recordkeeping, Access and Reporting

- Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.

The DSU, IL centers and providers file a Financial Status Reporting Form SF-425 and maintain records that fully disclose and document the information listed in 34 CFR 364.35.

- Submission of annual performance and financial reports, and any other reports that the Secretary determines to be appropriate

The DSU, SILC, and IL centers and providers annually submit their respective 704 reports, Part I and II.

- Access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.

The Commissioner and Comptroller General, or any of their duly authorized representatives, are granted access to all information necessary for the purpose of conducting audits, examinations, and compliance reviews regarding Part B and C funding activities.

6.4 Eligibility

- Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.

The DSU delegates eligibility determination to the IL centers and providers in their IL services contract. The DSU ensures the standard of eligibility is followed through the terms and conditions of the contract; regular on-site meetings, annual reviews, consumer needs reports and public hearings.

- Ability of any individual to seek information about IL services under these programs and to request referral to other services and programs for individuals with significant disabilities.

Information can be obtained regarding other resources and services and programs for individuals with significant disabilities, through the SILC, DSU and the IL centers and providers which is available to any individual upon request.

- Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.

The eligibility criteria are in accordance with 34 CFR 364.4(b) for IL services under the SILS and IL providers programs.

- Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.

Eligibility determinations are documented before providing SILS and IL provider services and eligibility requirements are applied without regard to age, color, creed, gender, national origin, race, religion or type of significant disability.

- Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.

The DSU verifies that no provider excludes any individual who is present in the state and who is eligible for IL services from eligibility. The DSU monitors this through on-site reviews, quarterly meetings and reports, plus demographic annual reporting to RSA.

6.5 Independent Living Plans

- Provision of IL services in accordance with an IL plan complying with Sec. 364.52 and mutually agreed upon by the individuals with significant disabilities and the appropriate service provider staff unless the individual signs a waiver stating that an IL plan is unnecessary.

The DSU, IL centers and providers require the provision of IL services in accordance with an IL plan complying with Sec. 364.52 and mutually agreed upon by the individuals with significant disabilities and the appropriate staff unless the individual signs a waiver stating that an IL plan is unnecessary. The DSU ensures and monitors such through the terms and conditions of the contracts, reviews, on-site meetings and annual reporting.

6.6 Client Assistance Program (CAP) Information

- Use of accessible formats to notify individuals seeking or receiving IL services under chapter 1 of title VII about the availability of the CAP program, the purposes of the services provided under the CAP, and how to contact the CAP.

A document describing the availability, purpose and access to CAP services in the most appropriate format for the consumer is issued by the IL centers and providers.

All individuals seeking or receiving IL services are notified about the availability of the CAP program, the purposes of the services provided under the CAP, and how to contact the CAP. The organization conducting the CAP program is the Hawaii Disability Rights Center (HDRC) (www.HawaiiDisabilityRights.org). Accessible formats are provided to notify individuals seeking or receiving IL services under chapter 1 of Title VII.

The DSU holds quarterly meetings with the CAP HDRC to review and monitor all CAP proceedings related to IL contracts with the DSU. The DSU terms and conditions are specifically spelled out within the contracts ensuring the CAP information to be provided.

6.7 Protection, Use and Release of Personal Information

- Adoption and implementation of policies and procedures meeting the requirements of 34 CFR 364.56(a), to safeguard the confidentiality of all personal information, including photographs and lists of names.

The DSU, IL centers and providers have policies which safeguard the confidentiality of all personal information, including photographs and lists of names. The DSU spells this out within the terms and conditions of each contract.

Part II: Narrative: Section 7 - Evaluation

Describe the method that will be used to periodically evaluate the effectiveness of the plan in meeting the objectives established in Section 1. The description must include the State's evaluation of satisfaction by individuals with significant disabilities who have participated in the program.

Section 7: Evaluation

Goal(s) and the related Objective(s) from Section 1	Method that will be used to evaluate
<p>Mission of the State IL Programs and Services</p> <p>Fulfillment of Title 7 Obligations</p> <p>Increase Levels of Engagement and Access to Resources</p> <p>Improve Visibility and Perceptions of People With Disabilities</p> <p>Increase Political Influence of People with Disabilities</p> <p>Improve Disaster Preparedness Response Provisions for Persons with Disabilities</p> <p>Increase Accessible Public Transportation Options for People with Disabilities</p> <p>Increase Affordable and Accessible Housing Inventory</p> <p>Increase Voter Registration of People with Disabilities</p>	<p>The SILC which includes a representative from the DSU and the Hawaii Centers for Independent Living (HCIL) will review and assess the effectiveness of meeting the SPIL objectives established in Section 1 as part of their quarterly council meetings. The SPIL will be evaluated annually by the SILC and DSU following the close of the federal fiscal year (September 30) regarding the effectiveness of meeting the objectives established in Section 1, including an evaluation of satisfaction by individuals with significant disabilities who have participated in IL programs and include any amendments to the objectives and SPIL as needed.</p> <p>Review the annual Consumer Satisfaction Survey Report submitted by IL providers to the DSU summarizing responses from consumers statewide receiving independent living services.</p> <p>Review the 704 Report (Part 1) for the Hawaii SILC and DSU and the 704 Report prepared by the Hawaii Centers for Independent Living (HCIL).</p> <p>Invite the independent living centers and providers to provide a quarterly report at a SILC meeting to discuss their programs and operations.</p> <p>The SILC and DSU plan to participate with the IL service providers who will facilitate a minimum of at least one meeting annually for staff of Centers and other Independent Living Service Providers, statewide, for the purpose of assessing service provision and sharing best practices in their respective agencies.</p>

Part II: Narrative: Section 8 - State-Imposed Requirements

8 State-Imposed Requirements

Identify any State-imposed requirements contained in the provisions of this SPIL.

N/A