

STATE: HAWAII

**STATE PLAN FOR  
INDEPENDENT LIVING  
(SPIL)**

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

**STATE INDEPENDENT LIVING SERVICES (SILS) PROGRAM  
PART B**

**CENTERS FOR INDEPENDENT LIVING (CIL) PROGRAM  
PART C**

**FISCAL YEARS 2008 - 2010**

Effective Date: October 1, 2007

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## PART I: Assurances

State of: Hawaii

### 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 is Hawaii Vocational Rehabilitation and Services for the Blind Division 34 CFR 76.104(a)(1) and (2); 34CFR 364.22(a)
- 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 is N/A 34 CFR 76.104(a)(1) and (2); 34 CFR 364.20(d) and 364.22(c)
- 1.3 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 Statewide Independent Living Council of Hawaii . 34 CFR 364.21(a)
- 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. 34 CFR 76.104(a)(7); 34 CFR 364.20(c) and (d)
- 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. 34 CFR 76.104; 34 CFR 80.11(c)
- 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. 34 CFR 76.104(a)(4) and (8)
- 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 Joe Cordova, Administrator and N/A . 34 CFR 76.104(a)(5) and (6)

### 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; and
  - 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. *34 CFR 364.20(f)*
- 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. *34 CFR 364.20(g)(1)*
- 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 (that is, at least 30 days prior to the public meeting through various media available to the general public, such as newspapers and public service announcements, and through specific contacts with appropriate constituency groups and organizations identified by the DSU and SILC);
  - 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. *34 CFR 364.20(g)(2)*
- 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. *34 CFR 364.20(h)*
- 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. *34 CFR 364.28*
- 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. *34 CFR 364.20(e)*

### **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. *34 CFR 364.43(b)*
- 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. *34 CFR 364.43(c)*
- 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. *34 CFR 364.30*
- 3.4 Participating service providers meet all applicable State licensure or certification requirements. *34 CFR 365.31(c)*

### **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. *34 CFR 364.40(a), (b) and (c)*
- 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. *34 CFR 364.41(a)*
- 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. *34 CFR 364.41(b)*

### **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. *34 CFR 364.23(a)*
- 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 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. *34 CFR 364.23(b)*

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. *34 CFR 364.24*

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. *34 CFR 364.31*

## **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. *34 CFR 364.34*

## **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. *34 CFR 364.35(a) and (b)*

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. *34 CFR 364.36*

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. 34 CFR 364.37

**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). 34 CFR 364.56(a)

**Section 9: Signatures**

After having carefully reviewed all of the assurances in sections 1 - 8 of this SPIL, the undersigned hereby affirm that the State of Hawaii is in compliance and will remain in compliance with the aforementioned assurances during 2008 – 2010 .  
The effective date of this SPIL is October 1, 2007 .

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SIGNATURE OF SILC CHAIRPERSON DATE

**DARA FUKUHARA**  
NAME OF SILC CHAIRPERSON

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SIGNATURE OF DSU DIRECTOR DATE

**JOE CORDOVA, DIRECTOR HAWAII VOCATIONAL REHABILITATION AND SERVICES FOR THE BLIND DIVISION**  
NAME AND TITLE OF DSU DIRECTOR

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SIGNATURE OF DIRECTOR OF THE SEPARATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND DATE

**N/A**  
NAME AND TITLE OF THE DIRECTOR OF THE SEPARATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND

## **Part II: Narrative**

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

#### **1.1 Goals and Mission – 34 CFR 364.42(b)(1)**

Describe the overall goals and mission of the State’s IL programs and services.

#### **Mission of the State IL programs and services.**

The mission of the Hawaii State Independent Living (IL) Program is to promote and support participation of people with disabilities in their communities. Towards this mission, the Statewide Independent Living Council (SILC) will become involved and seek to advocate as follows:

- Involvement - more people with disabilities in community advocacy agencies and roles.
- Attitudes – positive public perception of people with disabilities.
- The number of people with disabilities who re informed and proactive.
- Access to technology.
- Access to information

#### **Goals:**

Advocate for systemic changes that benefit people with disabilities in the following areas:

Access to information  
Assistive Technology  
Transportation  
Housing  
Emergency Preparedness

#### **Objective 1:**

Provide training to persons with disabilities on how to advocate for legislative changes.

Methodology: Find advocacy groups or paid consultants to provide training.

Desired Outcome:

By the end of FY 2008 offer at least one training session to persons with disabilities on how to advocate for legislative changes.

#### **Objective 2:**

Change Hawaii Revised Statute (HRS) 348-9 on the Statewide Council on Independent Living to be consistent with the Section 705 of the Rehab Act. Existing HRS establishes the CIL within the State agency.

Methodology: The SILC will work with the DSU to change HRS 348-9.

Desired Outcome:

By the end of FY 2008, amend or repeal HRS 348-9, as appropriate.

#### **Objective 3:**

Work with other advocacy group to change the Sunshine Law - CHAPTER 92 PUBLIC AGENCY MEETINGS.

Methodology: Speak with legislators about wording in the current law which creates a barrier for meetings for persons with disabilities. Current law states meetings must “allow both audio and visual interaction” and that “A meeting held by videoconference shall be terminated if both audio and video communication cannot be maintained,” thus, current law rules out meeting participation by teleconference or other methods. Deaf and/or blind participants do not require both the audio and video communication, so this requirement creates an unnecessary barrier to “meetings”.

Desired Outcomes:

By the end of FY 2009, Sunshine Law changes will be presented to Legislators. If the law is not amended, the discussion will create awareness of how well-intended requirements negatively

impact individuals with disabilities.

**Objective 4:**

Improve access to information about Assistive Technology.

Methodology: In collaboration with assistive technology (AT) providers, hold AT events/exhibits on each of the major islands of Oahu, Maui, Kauai, Hawaii (Hilo and Kona), Molokai and Lanai.

Desired Outcomes:

By the end of FY 2010, at least one event will be held on each of the islands/locations identified.

**Objective 5:**

Increase involvement and the visibility of individuals with disability in advocacy groups working for improvement in transportation, housing and emergency preparedness.

Methodology: Network to expand involvement of individuals with disability into existing groups working for improvements in transportation, housing and emergency preparedness, and/or bring individuals with these contacts, knowledge and skills into the CIL. Individuals with disability to receive notification/invitation to participate in events which receive media attention such “White Cane Day” which has customarily received television and newspaper coverage in addition to participation in and support by prominent government officials (e.g. Governor, Lt. Governor).

Desired Outcome:

By the end of FY 2010, CIL will have members or supporters in advocacy groups for transportation, housing and emergency preparedness, and it’s own speaker’s bureau to promote Independent Living.

**1.2 Objectives – 34 CFR 364.42(a)(1) and (d); 34 CFR 364.32; 34 CFR 364.33**

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

**See section 1.1 (above)**

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. This section of the SPIL must:

- Identify the populations to be designated for targeted outreach efforts;
- Identify the geographic areas (i.e., communities) in which the targeted populations reside;  
and
- Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed.

**In accordance with Goal 3 of the SPIL, the population designated for targeted outreach efforts include unserved and underserved populations of people with significant disabilities, including, but not limited to those who are elderly/blind. The geographic areas (i.e. communities) in which the targeted populations reside include the islands of Molokai and Lanai and the North Shore of the Island of Oahu, many of whom whose minority group backgrounds are Native Hawaiians and Pacific Islanders. Their needs will first be addressed by securing technical assistance to determine effective ways to provide culturally acceptable independent living services to the targeted population in these unserved and underserved areas.**

1.3 Financial Plan – 34 CFR 364.42(a)(2) and (3); 34 CFR 364.29

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.

- Insert additional rows for the specific funding sources and amounts expected within the categories of Other Federal Funds and Non-Federal Funds.

**Year 1**

<b>Sources</b>	<b>Approximate Funding Amounts and Uses</b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				
Chapter 1, Part B	<b>\$28,479</b>	<b>\$273,000</b>		
Chapter 1, Part C			<b>\$671,909</b>	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	<b>\$93,150</b>			
Other				
<b>Non-Federal Funds</b>				
State Funds	<b>\$28,375</b>	<b>\$30,333</b>	<b>\$223,875</b>	

Other				
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**Year 2**

<b>Sources</b>	<b>Approximate Funding Amounts and Uses</b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				
Chapter 1, Part B	<b>\$28,479</b>	<b>\$273,000</b>		
Chapter 1, Part C			<b>\$671,909</b>	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	<b>\$93,150</b>			
Other				
<b>Non-Federal Funds</b>				
State Funds	<b>\$28,375</b>	<b>\$30,333</b>	<b>\$223,875</b>	
Other				

**Year 3**

<b>Sources</b>	<b>Approximate Funding Amounts and Uses</b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				
Chapter 1, Part B	<b>\$28,479</b>	<b>\$273,000</b>		
Chapter 1, Part C			<b>\$671,909</b>	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				

<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	<b>\$93,150</b>			
Other				
<b>Non-Federal Funds</b>				
State Funds	<b>\$28,375</b>	<b>\$30,333</b>	<b>\$223,875</b>	
Other				

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.

**Part B and Part C funds will used as follows:**

- **Approximately 10% of the Part B funds are allocated to SILC of Hawaii to provide for resources, including staff and personnel, sufficient to carry out the functions of the Council.**
- **Approximately 90% of the Part B funds are allocated to provide direct IL services to consumers in fulfillment of SPIL objectives.**
- **The Hawaii Centers for Independent Living (HCIL) allocates its Part C funds to provide direct IL services and for its operations statewide.**
- **No chapter 2 funds will used to further the SPIL.**

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.

**The DSU and HCIL have met quarterly to discuss performance and coordination of Federal and State funding for the center and IL services that in FY 2007 included:**

- **\$210,000 in Chapter 1, Part B funds and \$23,333 in state funds contracted to HCIL to provide IL services statewide to individuals with significant disabilities;**
- **\$671,909 in Chapter 1, Part C grant funds to HCIL to provide IL core services statewide to individuals with significant disabilities.**
- **\$223,875 in state funds contracted to HCIL to provide IL core services statewide to individuals with significant disabilities**
- **\$61,424 in state funds to HCIL to provide IL core services to individuals who are deaf on the island of Oahu.**

**Coordination of Federal and State funding for the center and IL services is expected to continue similar to FY 2007, but at funding levels in accordance with the Financial Plan Tables in this SPIL. Chapter 1, Part B Federal funding and State funding of contracts**

**for IL services awarded to the center historically may change according to who will be the successful contract awardee.**

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 – 34 CFR 364.42(c) and (e)

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 further the purposes of providing, expanding and improving the provision of independent living services in order to improve the lives of individuals with significant disabilities. The goals further the support of the independent living center and encourage improvement in working relations among the center, 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.

**Priorities and objectives for the Hawaii Centers for Independent Living (HCIL), the sole center for independent living in Hawaii were considered in a number of ways. During our initial series of forums, members of HCIL’s Board (including the President) and some HCIL staff participated. Additionally, HCIL’s workplan was considered and a meeting was held with the Executive Director of HCIL to identify priorities. HCIL’s Executive Director, selected HCIL staff and HCIL Board members participated in the refinement of this SPIL.**

1.5 Cooperation, Coordination, and Working Relationships Among Various Entities – 34 CFR 364.26

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.

**In an effort to maximize the cooperation, coordination and working relationships, we coordinate with the following organizations, councils and programs (members of the SILC Board of Directors serve on the boards or advisory committees or are professional staff of those organizations indicated with an asterisk \*).**

- **Hawaii Centers for Independent Living \***
- **Project Ho’opono (Elderly/Blind) \***
- **State Council on Developmental Disabilities \***
- **Hawaii Disability Rights Center (CAP Program)**
- **Department of Education (Special Education)**
- **Special Education Advisory Committee\***
- **Adaptive Technology Resource Center (ATRC)**
- **State Rehabilitation Council\***
- **Disability Communication and Access Board (DCAB) \***
- **Hui Kupuna VIP (Group of Visually Impaired Persons) \***
- **Deaf and Hard of Hearing Advisory Board \***
- **Civil Defense**
- **Center for Disability Studies \***

#### 1.6 Coordination of Services – 34 CFR 364.27

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.

**The DSU and HCIL funds and provides the IL services funded under chapter 1 of title VII of the Act, that comprises the vast majority of services under other Federal, State, and local programs, including the OIB program authorized by chapter 2 of title VII of the Act. Their contractual relationship also facilitates working together to coordinate and to complement other services to avoid unnecessary duplication. A SPIL objective is to further develop cooperation, coordination, and working relationships among government organizations, councils, and (other) private and public entities.**

#### 1.7 Independent Living Services for Individuals who are Older Blind – 34 CFR 364.28

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.

**The SPIL has as its objective to support effective outreach efforts to serve identified unserved and underserved populations, including those on the islands of Molokai and Lanai, consistent with the OIB program outreach activities in rural areas that include Molokai and Lanai, but also other rural areas in the state.**

**Section 2: Scope, Extent, and Arrangements of Services**

2.1 Scope and Extent – 34 CFR 364.42(b)(2)(3); 34 CFR 364.43(b); 34 CFR 364.59(b)

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).

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSU (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/grants)</b>
Core Independent Living Services, as follows:			
- Information and referral		√	√
- IL skills training		√	√
- Peer counseling		√	√
- Individual and systems advocacy		√	√
Counseling services, including psychological, psychotherapeutic, and related services			
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)		√	√
Rehabilitation technology		√	
Mobility training		√	
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services		√	

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSU (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/ grants)</b>
Personal assistance services, including attendant care and the training of personnel providing such services		√	
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services			√
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			√
Education and training necessary for living in the community and participating in community activities			√
Supported living			
Transportation, including referral and assistance for such transportation		√	
Physical rehabilitation			
Therapeutic treatment			
Provision of needed prostheses and other appliances and devices			
Individual and group social and recreational services			√
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		√	√
Services for children with significant disabilities			√
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		√	√
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future			√

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSU (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/grants)</b>
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities		√	√
Other necessary services not inconsistent with the Act			√

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

**SILC has identified the following populations as priority targets for its activities: Unserved and Underserved populations of people with significant disabilities, including, but not limited to those who are Elderly/Blind. Setting priorities for the goals and objectives is such a vital task that it will be regularly addressed at the SILC Annual Meeting each September and work plan revisions will be made as appropriate.**

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 – 34 CFR 364.43(d) and (e)

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.

**The DSU provides IL services identified in section 2.1A through a contract funded by Title VII, Chapter 1, Part B and state funds.**

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 DSU in its contract with HCIL for the general operation of the center delegates the determination of an individual's eligibility for services from the center to the center.**

### **Section 3: Design for the Statewide Network of Centers**

#### **3.1 Existing Network – 34 CFR 364.25**

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 the only Center for Independent Living (CIL) in the State of Hawaii. HCIL provides services throughout the state from its center facility on Oahu, satellite offices on the islands of Kauai, Maui and Hawaii, community based staff and mobile outreach.**

**Offices together with the number of County Residents served during the last reporting year<sup>1</sup>, include the following:**

- **Honolulu, Oahu (administrative center and Oahu services), 403 served**
- **Hauula and Waianae (part of Outreach grant), 90 served**
- **Lihue, Kauai, 52 served**
- **Kahului, Maui, 190 served**
- **Hilo, Hawaii, 319 served (includes Kailua-Kona individuals served, which is in the same County)**

#### **3.2 Expansion of Network – 34 CFR 364.25**

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).

**Presently, all counties in the state are served by staffed local offices of HCIL. The islands of Molokai and Lanai do not have locally-based staff and are served on a “as needed” basis by either the Honolulu or Kahului office. According to the HCIL Executive Director, last year, it took three days to respond to a request for service from Molokai, and there were no requests from Lanai. It is anticipated, that with increased outreach to these communities, demand will increase, and these locations will likely be the primary areas of further expansion of the network as additional funding becomes available. These two islands are considered to be high priority**

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<sup>1</sup> Hawaii 704 Report

**should additional funding become available.**

3.3 Section 723 States Only – 34 CFR 364.39

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.

N/A

**Section 4: Designated State Unit (DSU)**

4.1 Administrative Support Services – 34 CFR 364.4; 34 CFR 364.22(b)

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 provides administrative support for IL services to individuals with disabilities through contracts with the Hawaii Center for Independent Living funded by Title VII, Chapter 1, Part B and state funds. Hawaii is not a 723 state.**

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

N/A

**Section 5: Statewide Independent Living Council (SILC)**

5.1 Resource plan – 34 CFR 364.21(i)

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.

**SILC of Hawaii resource plan:**

	2008	2009	2010
<b>Income</b>			
<b>Title VII, Chapter 1 Part B</b>	<b>\$28,479</b>	<b>\$28,479</b>	<b>\$28,479</b>
<b>Title I, Sec. 101(a)(18) I &amp; E</b>	<b>\$93,150</b>	<b>\$93,150</b>	<b>\$93,150</b>
<b>Non-Federal Funds, State Funds</b>	<b>\$28,375</b>	<b>\$28,375</b>	<b>\$28,375</b>
<b>Expenses</b>			
<b>Personnel</b>	<b>\$90,004</b>	<b>\$90,004</b>	<b>\$90,004</b>
<b>Operating</b>	<b>\$52,000</b>	<b>\$52,000</b>	<b>\$52,000</b>
<b>SILC Members</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>\$8,000</b>

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.
- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.
- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

**The SILC Executive Director and the SILC Treasurer provide oversight of the resource plan, monitoring expenditures, providing financial statements to SILC members, and the Executive Committee that assists in oversight and helps to plan the SILC budget.**

5.2 Establishment and Placement – 34 CFR 364.21(a)

Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies.

**The Hawaii SILC is established in State statute that reflects its federal requirements and its legal status is a 501(c)(3) not-for-profit corporation and not established as an entity in a state agency, including the DSU.**

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

5.3 Appointment and Composition – 34 CFR 364.21(b) – (f)

Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b).

**SILC members are appointed by the Governor of the State of Hawaii as provided in**

**Section 2.2 of the Corporation's Bylaws, as amended and approved September 29, 2005.**

5.4 Staffing – 34 CFR 364.21(j)

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.
- 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.

**There is currently one full-time professional staff of SILC, the Executive Director, who was hired in December 2006. She is the employee of and serves at the pleasure of the SILC Board of Directors. Consistent with State law, neither she nor any future employee will be assigned any duty that would create a conflict with SILC's carrying out its duties.**

**Section 6: Service Provider Requirements**

Describe how the following service provider requirements will be met:

6.1 Staffing – 34 CFR 364.23; 34 CFR 364.24; 34 CFR 364.31

- Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.
- 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.
- 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.
- 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 contract with HCIL and HCIL position descriptions call for personnel who are specialists in the development and provision of IL services and in the development and support of centers. HCIL position descriptions set the minimum qualifications required in knowledge and experience in IL. HCIL seek to employ personnel able to communicate, to the maximum extent feasible, with individuals with significant disabilities who rely on alternative modes of communication such as manual**

**communication, nonverbal communication devices, Braille, or audio tapes and in the native languages of individuals with significant disabilities who apply for or receive IL services under title VII of the Act. HCIL is able to serve a large number of ethnically diverse individuals as well of as those with sensory disabilities.**

**The HCIL plans for and provides training for staff involved in providing IL services, including knowledge of and practice in the IL philosophy, to enhance their professional development**

**The DSU and HCIL 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.**

#### 6.2 Fiscal Control and Fund Accounting – 34 CFR 364.34

- 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, HCIL and SILC of Hawaii 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 EDGAR fiscal and accounting requirements.**

#### 6.3 Recordkeeping, Access and Reporting – 34 CFR 364.35; 34 CFR 364.36; 34 CFR 364.37

- Maintenance of 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
- 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 DSU and HCIL file a Financial Status Reporting Form 269 and maintain records that fully disclose and document the information listed in 34 CFR 364.35. The DSU, SILC, and HCIL annually submit their respective 704 reports, Part I and II. 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 – 34 CFR 364.40; 34 CFR 364.41

- 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.
- 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.
- 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.
- 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.
- 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 delegates eligibility determination to the HCIL in its IL services contract. The eligibility criteria are in accordance with 34 CFR 364.4(b) for IL services under the SILS and CIL programs. Information about IL services under the SILS and CIL program and referral information regarding other services and programs for individuals with significant disabilities is available to any individual who requests it. Eligibility determinations are documented before providing SILS and CIL program services and eligibility requirements are applied without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability.**

#### 6.5 Independent Living Plans – 34 CFR 364.43(c)

- 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 and HCIL 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.**

#### 6.6 Client Assistance Program (CAP) Information – 34 CFR 364.30

- 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 HCIL.**

**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](http://www.HawaiiDisabilityRights.org)). Accessible formats are provided to notify individuals seeking or receiving IL services under chapter 1 of Title VII.**

#### 6.7 Protection, Use and Release of Personal Information – 34 CFR 364.56(a)

- 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 and HCIL have policies which safeguard the confidentiality of all personal information, including photographs and lists of names.**

#### **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. 34 CFR 364.38

**The SILC, which includes a representative from the DSU and the 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 the program and include any amendments to the objectives and SPIL as needed.**

#### **Section 8: State-Imposed Requirements**

Identify any State-imposed requirements contained in the provisions of this SPIL. Indicate N/A if not applicable. 34 CFR 364.20(h)

N/A