

House District 25

Senate District 11

THE TWENTY-EIGHTH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Recipient" means any organization or person receiving a grant.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): \_\_\_\_\_

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:  
EASTER SEALS HAWAII

Db/a:

Street Address: 710 GREEN STREET, HONOLULU, HI 96813

Mailing Address: 710 GREEN STREET, HONOLULU, HI 96813

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name JENNIFER SCHEMBER-LANG

Title VP OF PROGRAMS & SERVICES

Phone # (808) 536-1015

Fax # (808) 536-3765

E-mail JSchember-Lang@EasterSealsHawaii.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

STATEWIDE EMPLOYMENT SERVICES AND BEHAVIOR  
THERAPY FOR INDIVIDUALS WITH DISABILITIES.

4. FEDERAL TAX ID: \_\_\_\_\_

5. STATE TAX ID #: \_\_\_\_\_

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 418,364

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE  
AT THE TIME OF THIS REQUEST:

STATE \$ \_\_\_\_\_  
 FEDERAL \$ \_\_\_\_\_  
 COUNTY \$ \_\_\_\_\_  
 PRIVATE/OTHER \$ 60,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

[Redacted Signature]

AUTHORIZED SIGNATURE

RON BRANDVOLD, PRESIDENT & CEO  
NAME & TITLE

1/29/15  
DATE SIGNED



RECEIVED  
1-30-15

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## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

Easter Seals Hawaii (ESH) is a nonprofit organization founded in 1946 whose mission is to provide exceptional, individualized, family-centered services to empower people with intellectual and developmental disabilities or special needs to achieve their goals and live independent, fulfilling lives.

In 2014, ESH delivered over 500,000 hours of direct service statewide. ESH's 411 employees deliver 19 programs serving more than 1,200 infants, children, youth, and adults with diverse disabilities and special needs and their families. This includes individuals with autism, muscular dystrophy, cerebral palsy, spina bifida, speech and developmental delays, Down syndrome, and sensory impairments.

ESH provides education, advocacy, and specialized programs to improve their quality of life through service centers in Honolulu, East Honolulu, Kailua, Kapolei, and Ewa Beach on Oahu; Waimea, Lihue, and Kapaa on Kauai; in Hilo on Hawaii Island; and in Kahului on Maui.

2. The goals and objectives related to the request;

Easter Seals Hawaii's overall goal is to improve the quality of life and increase the independence of individuals with intellectual and developmental disabilities (ID/DD) statewide by adding new **Employment Services** and expanding existing **Behavior Services**.

**Employment Services Objective:** Provide training for 40 older youth and adults with ID/DD from Oahu, Maui, Kauai and Hawaii Island to prepare them for employment, so that at the end of 12 months 10 are employed at or above the state minimum wage in community workplaces that also employ individuals without disabilities.

**Behavior Services Objective:** Provide applied behavior analysis therapy -- recognized as the most effective therapy for individuals with autism by the U.S. Surgeon General --

to 30 individuals age 3 and older on Oahu, Maui, Kauai, and Hawaii Island, so that at the end of 12 months, all participants referred demonstrate improvements in social and communication skills, and behavior.

3. The public purpose and need to be served;

**Employment Services:** More than 30,000 people in Hawaii have mental or physical impairments that require lifelong assistance and support.<sup>1</sup> In 2011, only 13% of people in Hawaii with intellectual and developmental disabilities (ID/DD) were employed in supported or competitive employment. At 13%, Hawaii ranks lowest among the 50 states for percentage of ID/DD persons over 16 who are employed.<sup>2</sup> Thus, individuals with disabilities in Hawaii have not been provided with the opportunities and support to join the workforce and employers are deprived of the talents and creativity of an underutilized group of potential employees.

People with intellectual and developmental disabilities typically haven't thought in terms of their job potential, and may not be aware that employment is an available option. Yet many of these individuals, given pre-vocational training and appropriate employment support, can develop the skills and abilities to get and maintain a job, contributing to their own economic well-being and that of the community. At Easter Seals Hawaii, we support the idea that people with ID/DD not only can, but should, have opportunities for integrated employment.

Federal, state, and city governments are setting policies to empower people with disabilities to work. The U.S. Department of Labor, Office of Disability Employment Policy (ODEP) is supporting Employment First, a concept to facilitate the full inclusion of people with the most significant disabilities in the workplace and community. Under the Employment First approach, community-based, integrated employment is the first option for youth and adults with significant disabilities exiting high school and who are not continuing their education.

Integrated employment refers to jobs held by people with disabilities in typical workplace settings where the majority of persons employed are not persons with disabilities, where they earn at least minimum wage and they are paid directly by the employer. This is in contrast to work programs in the past, where the majority of co-

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<sup>1</sup> John Butterworth, Frank A. Smith, Allison Cohen Hall, Alberto Migliore, Jean Winsor, Daria Domin, "StateData: The National Report on Employment Services and Outcomes 2013", Institute for Community Inclusion, University of Massachusetts Boston, 2013

<sup>2</sup> Tarren Bragdon, "The Case for Inclusion 2014", United Cerebral Palsy, 2014  
<http://cfi2014.ucp.org/wp-content/uploads/2014/03/Case-for-Inclusion-2014.pdf>

workers are individuals with disabilities. Across the nation, over 30 states have formally committed to Employment First principles.

The state of Hawaii made an Employment First commitment by applying for and entering the Employment First Leadership State Mentoring Program (EFSLMP). Over the next 15 months, the state's leadership will receive onsite and virtual policy consulting, technical assistance and training to help them achieve their goals.

Recent changes in Medicaid rules mandate integration or inclusion and the provision of employment services for providers of Home and Community-Based Services (HCBS), including ESH. The Final Rule, issued in January 2014 by CMS (Centers for Medicare and Medicaid Services, U.S. Department of Health and Human Services) creates a single definition of a home and community-based (HCB) setting. In part, the rule states, "The setting is integrated in and supports full access of individuals receiving Medicaid HCBS to the greater community, including opportunities to seek employment and work in competitive integrative settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS."

The need now is for local agencies, including ESH, to respond to the federal government's mandate by providing pre-vocational training and employment assistance for qualifying ID/DD individuals. However, in Hawaii there are few programs that offer these services. Of the 60 providers of HCB services, only 14 agencies have Supported Employment as a service they will provide pursuant to Medicaid guidelines.<sup>3</sup> Of those agencies, it is ESH's understanding that only four (4) are actually delivering services.

The trend toward full inclusion of people with ID/DD in the workplace is here to stay. ESH intends to be a leader in creating collaborations between persons with ID/DD who want to work, and employers who want to hire them.

**Behavior Services:** In recent years better diagnosis and better clinical understanding of the many faces of autism have captured the public's awareness. Autism Spectrum Disorder (ASD) is a developmental disability that can cause significant social, communication and behavioral changes. People with ASD find it difficult to relate to others, and may show restrictive and/or repetitive patterns of behavior or body movements.

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<sup>3</sup> State of Hawaii, Department of Health, Developmental Disabilities Division, Resource Book: Medicaid Waiver Providers in Hawaii, January 2015

<http://health.hawaii.gov/ddd/files/2015/01/DD-ID-Medicaid-Waiver-Providers-in-Hawaii-Brochure-Rev-1-2015.pdf>

The rapid rate of increase in ASD diagnosis raises particular concern. An estimated 1 in 68 children has ASD.<sup>4</sup> This new estimate is roughly 30% higher than the estimate for 2008 (1 in 88), 60% higher than the estimate for 2006 (1 in 110), and 120% higher than the estimates for 2000 and 2002 (1 in 150).<sup>5</sup>

In Hawaii, 1,474 (7.48%) of children with disabilities ages 3-21 who receive special education services have autism.<sup>6</sup> Many families in Hawaii have limited or no access to Applied Behavior Analysis (ABA), the widely recognized effective treatment for autism that is practiced at ESH. This need was revealed in the numerous testimonies submitted to the Hawaii Legislature last year relating to bills attempting to secure insurance coverage for ABA therapy.

People with autism have the same life expectancy as those without the disorder. A diagnosis of ASD is likely to have impacts throughout a person's life. Therefore, individuals may continue to need some level of care and support throughout their lives.

Services for adults with ASD that could improve their quality of life and reduce their cost of care are critically important, and yet, it is a service area that is under-resourced. Currently, it costs about \$3.2 million<sup>7</sup> in direct and indirect costs to care for a person with an ASD over the person's lifetime.<sup>8</sup> As a point of comparison, in a study of 3.75 million Blue Cross Shield members, lifetime per capita health care expenditure for the general population was found to be \$316,600.<sup>9</sup> Access to ABA services, could significantly, improve the quality of life for individuals with ASD and their families and significantly impact and reduce the cost of care over the person's lifetime.

While Behavioral Services are available on Oahu, the services are still very limited and are not always of high quality. At the same time, services are extremely limited, difficult to access or not of good quality or available at all on neighbor islands. Please refer to the "Service Summary and Outcomes" Section, starting on page 5 which documents the dramatic decrease in the challenging behavior and the efficacy of these services. Refer

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<sup>4</sup> Centers for Disease Control and Prevention, Autism and Developmental Disabilities Monitoring (ADDM) Network <http://www.cdc.gov/ncbddd/autism/addm.html>

<sup>5</sup> Ibid

<sup>6</sup> State of Hawaii, as reported to U.S. Department of Education, Office of Special Education Programs in accordance with Section 618 of IDEA for 2012-2013.

<sup>7</sup> Autism spectrum disorders and mandated benefits coverage in Hawaii. Honolulu, HI: Legislative Reference Bureau, January 2013. [http://lrbhawaii.info/reports/legreports/lrb/2013/hcr177\\_sd1\\_12.pdf](http://lrbhawaii.info/reports/legreports/lrb/2013/hcr177_sd1_12.pdf). Autism spectrum disorders and mandated benefits coverage in Hawaii.pdf

<sup>8</sup> Direct medical and nonmedical costs include the value of goods and services that are used such as drugs, physician and hospital services, and transportation, while indirect costs include the value of lost work time or income and benefits of people with ASDs and their caregivers.

<sup>9</sup> Alemayehu, Bernahu, and Kenneth E. Warner. "The Lifetime Distribution of Health Care Costs." *Health Services Research* 39:3 (2004.)

to "Necessary Skills and Experience" Section, page 14 for comments from the Department of Health and HMSA regarding quality.

4. Describe the target population to be served; and

**Employment Services** will serve 40 adults 18 to 60 years old with intellectual and development disabilities who are interested in finding a job.

**Behavior Services** will serve 30 individuals 3 years and older with autism spectrum disorders.

5. Describe the geographic coverage.

Oahu, Maui, Kauai, Hawaii Island

## **II. Service Summary and Outcomes**

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

**Employment Services:** This new program will further the ESH mission by recognizing the value of employment for achieving acceptance and living an independent, fulfilling life. In addition, the program will satisfy the requirements of Employment First and comply with the new federal mandate for HCB services. Although DOH will reimburse ESH for direct service hours once the program is fully operational, they do not reimburse for staff training or for community outreach to lay the foundation for new initiatives like "Employment First". Therefore, ESH requests a State Grant in Aid to pay for efforts to establish the program on a statewide basis, including staff, initial staff training and outreach to job seekers and other stakeholders.

Traditional job development focuses on the labor market and has not resulted in vastly improving employment opportunities for individuals with disabilities or boosting Hawaii's standing nationally regarding employment outcomes. Albert Einstein stated, "Insanity: doing the same thing over and over again and expecting different results". The need for a new and a better approach is clear, from the federal mandate of CMS' Final Rule and the opportunity of the federal grant award to the State of Hawaii for the Employment First Leadership State Mentoring Program (EFSLMP).

ESH seeks to capitalize on this momentum and establish a program to dovetail with State's efforts to implement the Employment First model. This model entails the use

of the Discovery and Customized Employment which are recognized as best practices by the U.S. Department of Labor in assisting individuals with ID/DD to find employment.<sup>10</sup> This model emphasizes identifying the Job Seekers career interests and strengths vs. a traditional assessment based on the individual's disabilities, weaknesses and placement in traditional jobs (fast food restaurants, janitorial, etc.).

The Discovery Process is a form of qualitative research to determine the individual's characteristics, interests and skills/abilities related to the job market. This process reveals the Job Seeker's meaningful attributes, strengths, skills and knowledge. These characteristics are then matched with employment opportunities or unmet business needs to identify meaningful career/jobs in local business settings that will result in a win-win proposition.

Customized Employment personalizes the employment relationship between the Job Seeker and the Employer to emphasize mutual benefits.

The goal of ESH Employment Services is to assist all job seekers to obtain and retain paid employment at or above minimum wage in an integrated setting. Assistance will be provided at eight ESH Service Centers that offer Medicaid Waiver Services at Lihue, Kapa'a, and Waimea, Kauai; Makakilo, Ewa, and Central Honolulu, Oahu; Kahului, Maui; and Hilo, Hawaii.

ESH Employment Services will serve individuals who meet all of the following criteria:

- Age 18 to 60
- Have an intellectual or developmental disability
- Want to work
- Eligible for Supported Employment Waiver Services as determined by the Department of Health (DOH)

ESH Employment Services will offer two distinct suites of services: (1) Pre-vocational Services and (2) Individual Employment Supports.

(1) Pre-vocational Services. This begins with a Discovery Process mentioned above in an effort to match individual's strengths and skills with a business need. All participants will be provided with:

- Employment Assessments

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<sup>10</sup> <http://www.dol.gov/odep/categories/workforce/CustomizedEmployment/case/index.htm>

- Benefits Planning/Counseling provided by one of the following: Hawaii Disability Rights Center, University of Hawaii Center for Disability Studies, Social Security Administration or ESH's Employment Services staff.
- Career/Job Exploration
- Career Planning
- Job Skills Development/Training
- Employment Skills Training
- Volunteering and/or Internships

(2) Individual Employment Supports will help participants find jobs using the Customized Employment model. Customized Employment is defined by ODEP as a relationship between employee and employer that is personalized in a way that meets the needs of both. Customized Employment meets the employer's unmet business needs through a thorough analysis of business need and resource ownership options. Resource ownership is a mutually beneficial process of acquiring materials, equipment, or skills that, when matched to a job seeker's interests and customer needs, generates profits for the employer and wages for the employee. For some participants, Customized Employment may be self-employment.

Individual Employment Supports include the following:

- Job Development services, which comprise all activities needed to find a job and conclude upon obtaining a job or a micro-enterprise. These activities include but are not limited to job search, job analysis to determine a positive job match, job carving and employment transitioning.
- Job Placement services, comprising all activities needed to place an individual in a job. These activities include but are not limited to job matching, providing training, assistance and support to the individual to submit job applications and to go through the job interview process.
- Job Coaching services, comprising all activities needed for the individual to do their job. Primarily this service will entail working side by side with the individual to provide on-the-job training. Additionally, this service includes employee orientation (such as assisting the individual in understanding their employee benefits), job/task analysis, job site relations, and employee training for the individual's co-workers to establish natural supports.
- Job Maintenance and Retention services, comprising all activities needed for the individual to keep their job. These include staff making themselves available to the Employer to facilitate the learning of new job duties or assist with communication; being available to the individual for income/benefit questions or other issues as they arise; off-site monitoring; and quarterly assessments.

**Behavior Services:** In order to increase the number of participants with ASD served, ESH Home and Community-Based Behavior Services will hire one Behavior Therapist.



The Behavior Therapist will be Board Certified and/or possess a Master's or doctoral degree in the behavioral sciences, special education, or psychology. The Behavior Therapist will work directly under the supervision of Dr. Joshua Levine. With the added services of a new Behavior Therapist, ESH will have the capacity to serve 20 participants with ASD at a time; by the end of the grant period, 30 participants will be served.

Clinical assessments will be completed for participants referred by ESH staff, case managers from the Department of Health, and case managers from other health service organizations. The Behavior Services Program Director Dr. Joshua Levine and Director of Autism Services Sean Tarrant will work with parents and caregivers to develop individualized clinical plans to include teaching goals, instructional methods, and problem behavior reduction strategies.

When the participant's program is in place, the Behavior Services Program Director will train the participants' stakeholders on the clinical procedures. Stakeholders may be parents, teachers, case managers, and/or direct service staff from ESH. The Behavior Services team will measure the performance of the stakeholders, and gradually phase out the direct services of the Program Director. The stakeholders will be evaluated on their direct implementation of procedures, protocols, and skills. Once a specific skill is mastered, ongoing, random evaluation will occur to ensure maintenance. Mastery criteria will be tracked to help evaluate the program's effectiveness over time.

Services to each participant will vary based on their individual needs, but in all cases, the Behavior Services Team will:

- Train & monitor how stakeholders to manage problem behaviors (e.g., differential reinforcement, redirection)
  - Train & monitor how stakeholders teach replacement behaviors (e.g., Discrete Trial Teaching, Natural Environment Teaching, prompting strategies, token economy, modeling)
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

### **Employment Services Timeline**

Within one month of notice to proceed: Recruit and hire Employment Services staff positions.

Month 1- Month 2: The Statewide Employment Services Manager and two Employment Specialists will develop a Customized Employment and Discovery process training curriculum for ESH direct service employees

Month 3 – Month 4: 25-30 ESH direct service employees will be trained in Customized Employment and Discovery processes

Month 1 – Month 12: Employment Services Staff will deliver 12 presentations of the ESH Employment Services on Oahu, Kauai, Maui and Hawaii Island to stakeholders, including Job Seekers, their parents/guardians, state agencies, other nonprofits and community members who are interested in Employment Services for persons with ID/DD

Month 5 – Month 12: The ESH Employment Services staff will deliver Employment Services to 40 job seekers.

Month 9 – Month 12: (specific date TBD): Three ESH staff will attend the Association of People Who Support Employment Conference (APSE) in order gain information and best practices to improve program design and implementation.

#### **Behavior Services Annual timeline**

Month 1 – Month 2: Recruit and hire a Behavior Therapist

Month 1 – Month 12: The services listed below will be ongoing throughout the 12 month project period at the rate of frequency indicated. The services will be delivered by Board Certified Behavior Analyst, Dr. Joshua Levine and the Behavior Therapist (to be hired).

- Applied Behavior Analysis
- Weekly training on positive behavior support activities of ESH case coordinators, program managers, and direct service staff
- Weekly conferences with ESH Easter Seals Hawaii staff about participants' progress
- On-call response to crisis behavioral situations

Month 11 – Month 12: Documentation of training in a staff manual

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

#### **Employment Services quality assurance and evaluation plans**

ESH has a comprehensive Continuous Quality Improvement (CQI) program, directed by the Safety and Quality Assurance (SQA) Manager. Employment Services will be incorporated into the existing CQI process. The CQI program consists of a systematic on-going approach to collect, measure and analyze data, identify trends or areas of concern and implement action plans to improve the quality of services. The focus of the

CQI program is the efficiency and effectiveness of services, maintaining accreditation and meeting contractual requirements.

Input is regularly collected from all stakeholders; participant, their families, caregivers/guardians, Board of Directors, the Department of Health, Case Managers and the Council on Accreditation of Rehabilitation Facilities (CARF).

Informal input is provided through regularly scheduled meetings of Senior Management Team<sup>11</sup> (weekly), Individuals (weekly), Island-specific Management (monthly), Program Managers (bi-monthly), Statewide Managers (monthly), Executive Board (monthly), Board of Directors (BOD) (quarterly) and BOD's Program Subcommittee (quarterly), as well as, quarterly and annual meetings with the participant, their families and their State Case Managers.

Formally, data is collected and critically analyzed to identify areas of concern and any need for corrective actions, reports are made to appropriate case managers and staff. Action plans are then created and supervised to ensure implementation.

Program and participant data is collected daily through an electronic data entry into THERAP (documentation software system for service plans, progress and risk management reports). All data is summarized in monthly/quarterly reports, and analyzed to determine progress and trends. Reports are reviewed and actions implemented to address any areas of concern.

An internal audit of a minimum of 10% of all consumer charts is conducted by the Program Managers and reviewed by the SQA Manager and Program Director.

Externally, ESH conducts an annual satisfaction survey of all ESH Participants/Job Seekers and stakeholders to gather data which is analyzed to identify trends and areas of immediate or long-term concerns to increase the quality of services. A summary of the survey results are published and shared with all stakeholders. Corrective plans including amendments to the strategic plan and/or Program Department plans are implemented as needed.

Additionally, regularly scheduled program and financial audits are conducted by the Department of Health as part of the State's Quality Assurance Program. ESH's Employment Services Division will participate in all DOH required quality assurance activities.

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<sup>11</sup> The Easter Seals Hawaii Senior Management Team consists of the President/Chief Executive Officer, Controller, Vice President of Human Resources, Vice President of Programs & Services, Director of Development, Director of HCBS, Director of Early Intervention, Director of Autism and the Director of Kauai Development and Program Growth.

**Behavior Services quality assurance and evaluation plans**

For individuals with autism, the desired outcome is positive changes in behavior. This decrease in problem behavior improves quality of life and promotes living the most independent, fulfilling life possible. Stakeholders (case managers, family members, and direct service staff) track participant progress with supporting data, which are the indicators of progress. The Behavior Services Team are responsible for training and monitoring how stakeholders collect data on problem behaviors (e.g., frequency, duration, antecedent, pre and post incident conditions) and replacement behaviors (e.g., criterion level performance). The Behavior Services Team will also monitor progress of stakeholder behavior through quantitative and qualitative data. Data on problem and replacement behaviors will be graphed weekly. "Sample Results of ABA Therapy," below graphically illustrates the results of ABA therapy on two Easter Seals Hawaii participants with autism.

**Sample results of Applied Behavior Analysis Therapy at Easter Seals Hawaii**

The following graphs are from two separate participants being supported at our Hilo support center. Both participants were displaying problem behaviors at a high rate. After an assessment was conducted, a Positive Behavior Support Plan drafted and implemented. The stakeholders were trained, the behaviors monitored and data collected indicated the frequency of problem behaviors began to decrease.

Figure 1

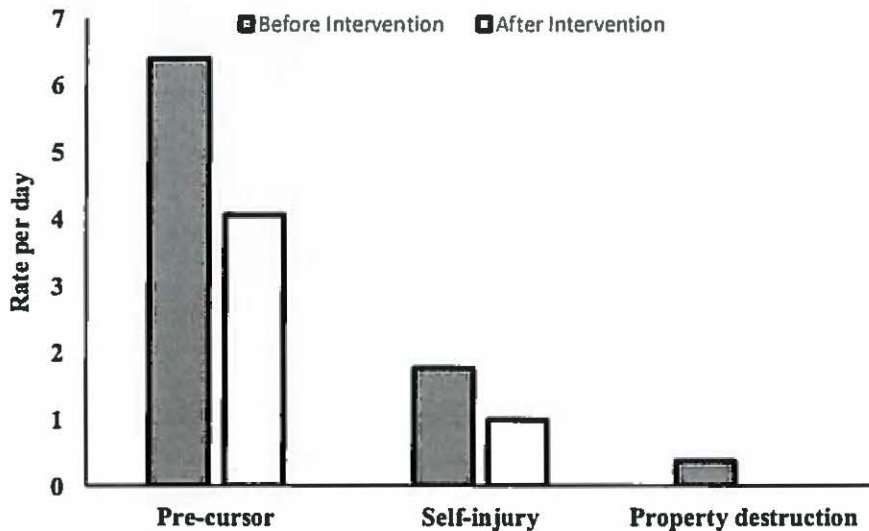


Figure 1 shows the rate of pre-cursor behavior, self-injury, and property destruction before and after intervention.

Figure 2

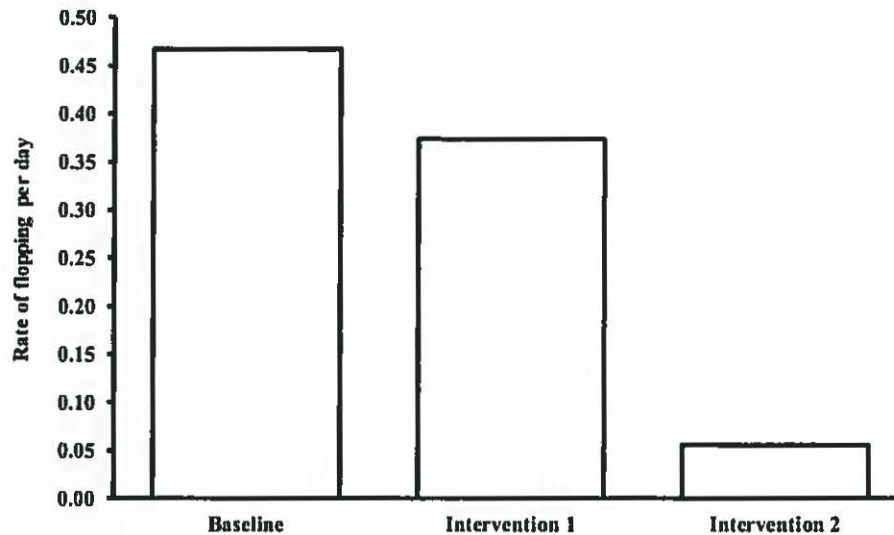


Figure 2 shows the rate of flopping (throwing self on the floor to express frustration rather than verbalizing) across baseline, intervention 1, and intervention 2. The data show deceleration of flopping is  $.09x/day$  between baseline and intervention 1 and  $.31x/day$  between intervention 1 and intervention 2. The deceleration data suggest intervention 2 had a greater impact on decreasing rate of flopping.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

#### Employment Services measures of effectiveness

- The Statewide Employment Services Manager and 3 Employment Specialists will develop the ESH Customized Employment and Discovery Process training curriculum for ESH employees
- 25-30 ESH direct service staff trained in Customized Employment and Discovery Processes
- The ESH Employment Services staff of five will deliver 12 presentations of the ESH Employment Services program on Oahu, Kauai, Maui, and Hawaii Island to stakeholders, i.e., job seekers, parents/guardians, state agencies, other nonprofits, and community members who are interested in the goal of Employment First for persons with ID/DD.

- The ESH Employment Services staff will deliver **Employment Services to 40 Job Seekers in Months 5-12.** (It typically takes 18 months – 2 years to find customized employment.)

**Behavior Services measure of effectiveness**

- ESH will demonstrate that **30 participants with autism** have made progress towards their individual goals for skill acquisition and have reduced negative behaviors.

**III. Financial**

**Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

See attached budget forms

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2016.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$104,591	\$104,591	\$104,591	\$104,591	\$418,364

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2016.

Please refer to Attachment Budget Request by Source of Funds (Column d - Total Private/Other Funds Requested) for details.

**Employment Services:**

Fred Baldwin Memorial Foundation \$10,000.00 submitted and pending decision

**Behavior Services:**

HMSA Foundation \$50,000.00 submitted and pending decision

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not applicable

5. The applicant shall provide a listing of all government contracts and grants it has been and will be receiving for program funding.

Not applicable

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2014.

\$3,720,313.19

#### **IV. Experience and Capability**

##### **A. Necessary Skills and Experience**

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

**Employment Services:** Although the Employment Services is new, the ESH staff who will be responsible for the program are highly experienced and well-qualified. Collectively, the Statewide Employment Service Manager and the three Employment Specialists who are part of ESH staff have more than 90 years of experience in both direct service delivery and program/personnel administration. All of these staff have completed degree programs or have extensive continuing professional education in the areas of intellectual and developmental disorders and severe emotional and behavior disorders.

Additionally, senior management has extensive experience in personnel training, supervision and development, assuring quality personnel performance throughout the organization. Jennifer La'a, ESH Director of Home & Community Based Services is responsible for oversight of the Employment Services. She has ten years of experience in management positions with the Institute for Human Services, the Legal Aid Society of Hawaii, and First American Title.

**Behavior Services:** In April 2014, ESH began offering Behavior Services upon hiring Dr. Joshua Levine, a Board Certified Behavior Analyst, with a grant from the HMSA Foundation. Dr. Levine provides behavioral analysis and therapy to 10 individuals with Autism Spectrum Disorder (ASD) at ESH service centers in Ewa, Hilo, and central Honolulu. Initially, all of the participants came from within ESH, meaning they were already in the Adult Day Health Programs or were receiving one-to-one assistance, Personal Assistance Habilitation Services. As the program has gained momentum, case workers from outside ESH began to refer clients for behavioral and analysis/therapy as well as on-call response to crisis behavioral situations.

Dr. Levine's responsibilities now extend beyond behavioral analysis and therapy, to on-call response to crisis behavioral situations in clients homes and in community settings, including local parks and shopping malls. He trains staff and attended a professional development conference in January 2015 in order to keep abreast of the latest, most effective therapies for Autism Spectrum Disorders.

Behavior Services has made a tremendously positive impact in the lives of individuals with ASD, their families and their caregivers. To cite just one example, a male client was hitting other staff and participants and throwing objects. When Dr. Levine began working with the client and his one-on-one Personal Assistance Habilitation worker, the client was going into behavioral crisis 3 - 4 times a week. After teaching the individual to use a token board and teaching the staff how to reward him for positive behaviors which the individual could "earn" things he likes, this client's physical aggression is now at zero.

Dr. Levine also trains other ESH staff in responding to behavioral situations with positive behavior support activities. The new services have been favorably received among health service professionals. A reviewer from the Department of Health Developmental Disabilities Division wrote, "I read the plan you generated for the Hilo case. After reading plans that were subpar at best, it was so refreshing to read your plan which was descriptive, functional, and well structured. It was clear you were trained well." Responding to a participant progress report submitted by Dr. Joshua Levine, a HMSA case manager wrote, "I just wanted to compliment you on an excellent report. It was very clear and comprehensive. Thank you for sharing this with me."

## **B. Facilities**

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The Employment Services and Behavioral Services will be delivered at Easter Seals Hawaii facilities on O'ahu, Maui, Kaua'i and Hawai'i Island listed below. In addition, Behavioral Services will be delivered at participant's residences; and in community settings such as parks and shopping malls. Employment Services will also utilize community resources and take place in community settings such as local businesses, Social Security offices etc.

There are Easter Seals Hawaii service centers in Makiki, central Honolulu (Vineyard Blvd at A'ala St.), Kailua, Kapolei, and Ewa Beach on Oahu; Waimea, Lihue, and Kapa'a on Kaua'i; in Hilo on Hawai'i Island; and in Kahului on Maui. Each service center has a classroom or conference room and office spaces adequate to provide the proposed services and is fully equipped. All facilities meet ADA requirements, have marked exits,



fire extinguishers and smoke alarms in each room. ESH facilities are located throughout the State of Hawaii and will be used as sites for Employment Services. Additionally, Job Seekers receiving Employment Services will gain hands-on experience in areas such as landscaping, office, janitorial, food preparation/service, sales and marketing.

**Hilo, 16-204 Melekahiwa Place, Suite 3**

The facility is located in Kea'au and is conveniently situated in the Shipman Business Park, between Hilo and the Puna area and within a 10 mile radius of Hilo High School, Waiakea High School and Kea'au High School. The facility is a 4,310 square foot space with accessible entries. It is composed of one large classroom, office areas, a conference room, a restroom w/a shower, a computer station and a space w/a changing table for personal care needs. The bathrooms and kitchen are in the common area of the building.

**Maui, 155 South Wakea Avenue, Kahului**

The 6,096 square foot facility is in Kahului and conveniently located across from the Queen Kaahumanu bus transfer station. This service center has with accessible entries, an automatic front door, classroom/office areas, accessible showers and a washing machine and dryer. Other features include a commercial kitchen, computer center and a large covered courtyard as well as raised garden beds for fruits and vegetables.

**Ewa, 91-1251 Renton Road, Ewa Beach**

This facility is conveniently located near a bus stop, several schools, and a community park. It is comprised of two recently renovated plantation homes of 2,451 and 2,050 square foot each. The accessible entryways have graded pavements and automatic doors. Each building features two classrooms, a kitchen, several accessible restrooms, a shower with grab bars, and a covered porch. One building features office space, while the other has computer stations and an office/conference room. Outdoor areas include spacious lawns with tropical fruit plants, vegetable garden beds, and a covered gazebo.

**Honolulu Service Center, 200 N Vineyard Blvd Ste. 200-A**

This 2,862 square foot Service Center is located on the second floor of the Aloha United Way building (A), on the corner of Vineyard Blvd and Aala Street. It is close to downtown Honolulu and China town. A security guard at the entrance, ensures that only those that work or are participants have access to the elevators. The Center has two large classrooms, a kitchen, pantry, two offices and an additional room. There are also two bathrooms and a wheel chair accessible bathroom.

**Napuakea, 92-461 Makakilo Drive, Kapolei**

This facility is a two-story building with graded pavement, accessible entries with two automatic doors and an elevator totaling 19,828 square feet. The upstairs east wing houses Early Intervention Services in seven offices, two accessible bathrooms,

a physical therapy room, a children's classroom, small conference room, a kitchenette and laundry room. The upstairs west wing dedicated to the Medicaid Waiver Services includes six offices, a kitchen, a 40 seat capacity training room with multimedia capabilities, a computer training room, and two covered balconies. Downstairs there are three classrooms, three offices, kitchen, pantry, five accessible bathrooms, an accessible shower, a large conference room with poly com and multimedia capability.

**Lihue Service Center, 3201 Akahi Street, Lihue, Kauai**

The Ford Coffman Center is a 2,640 square foot building composed of two classrooms, kitchen, office areas, a conference room, accessible restrooms and showers with grab bars and two ramped entries.

**Kapaa Service Center, 4800 F Kawaihau Road, Kapaa, Kauai**

This facility is conveniently located next to Kapaa High School. It is a 17,389 square foot building with graded pavement, accessible entries and an automatic door. It is composed of two large classrooms, a gym, office areas, conference room, several restrooms, showers with grab bars, a kitchen, washer, dryer, a one bedroom apartment and a small detached two bedroom cottage. The building is equipped with a sprinkler system.

**Kahiau, Waimea Service Center, 4590 Ola Road, Waimea, Kauai**

The facility is directly across from Waimea High School and is comprised of 8,000 square foot. Approximately 3,000 square feet is leased to the County and is used for Early Intervention Services which includes a classroom, bathroom and one office. Medicaid Waiver Services are provided in one large classroom, two conference rooms, a commercial kitchen, bathrooms, accessible shower, washer, dryer and office area. All entries are accessible including a ramp in the front entry.

## V. Personnel: Project Organization and Staffing

### A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

#### **Proposed Staffing**

**Employment Services:** Statewide Employment Services Manager Roxann Kehus will manage a staff of four Employment Specialists. Two Employment Specialist positions are already filled (1 on Maui and 1 on Oahu) and two will be hired (1 on Kauai and 1 on Hawaii Island) with Grant-in-Aid funds. The Employment Specialists will be responsible for the day-to-day operations of Employment Services in their respective County.

**Behavior Services:** Program Manager Joshua Levine will deliver direct services and will manage a new Behavior Therapist to be hired with Grant-in-Aid funds.

#### **Staff Qualifications**

The Employment Services Team's years of experience in the field combined with the entire HCBS team brings an extensive amount of knowledge and decades of experience that is invaluable to the team and the Job Seekers being served.

#### ***Employment Services Roxann Kehus, MA (1.0 FTE to grant-in-aid) Statewide Employment Services Manager***

Roxann earned a Master's Degree in Human Development from Pacific Oaks College, with a focus in adult education. She has over 30 years of experience working with children, youth and adults in a wide range of services including adolescents-at-risk, preschool programs serving low income families, improving quality childcare options, and developing community integration programs for youth with behavioral challenges.

Ms. Kehus has over 10 years' experience in employment related services. At The Lighthouse for the Blind in Seattle, she created several departments (customer service, business card and rubber stamp) that employed people with varying disabilities. As an Employment Consultant for a King County, Washington agency, she provided vocational assessments, job development, job training and long term follow up for individuals with intellectual disabilities and/or developmental disabilities (ID/DD) or mental illness and other barriers to employment.

For the past 10 years Ms. Kehus, has worked for agencies on Maui serving individuals through the Medicaid waiver contract and service contracts with Department of Education.

Of those 10 years, she was employed for four years at Quality Behavioral Outcomes (QBO), a division of Trumpet Behavioral Health, LLC. She developed, implemented and monitored individualized vocational and community-based leisure and recreation programs for minors and adults with disabilities. She trained, supervised, led and directed staff in schools and community settings; monitoring treatment integrity and ensuring implementation of programs to meet the goals and objectives detailed in Service Plans. Additionally, she developed and maintained community networks with employers, volunteer agencies, and other local and national resources.

Roxann joined ESH as the Maui County Manager October 2010, accepted the temporary assignment as Director of ESH's HCBS Department in 2013 and this past summer accepted the position of Statewide Employment Services Manager.

***Employment Services William "Bill" Prucha, MS, CRC (1.0 FTE to grant-in-aid)  
Employment Specialist (Maui)***

Bill holds a Master of Science degree from the Drake University, College of Education with the emphasis in vocational rehabilitation and job placement. He has been a Certified Rehabilitation Counselor (CRC #00008546) since 1987.

He is registered in the State of Hawaii as a vocational services provider and workers' compensation insurance rehabilitation consultant specializing in vocational assessment for rehabilitation planning.

Mr. Prucha has provided vocational consultation and direct service to Job Seekers, various-sized employers, community agencies and academic institutions for over 35 years, and in Hawaii since 2002.

Prior to coming to Hawaii, Bill provided vocational consultation, case management, job placement/coaching and ergonomic/workplace modification services in the Western U.S. region. He developed community-based vocational training programs, developed curriculum, trained staff, monitored and reported on program outcomes.

Since 2005, Bill been self-employed or worked as an employee or an independent contractor for employment services under the DVR contracts (Supported Employment Services and Job Placement and Retention Services). In addition to his direct services to Job Seekers, he supervised interns, job developers and job coaches.

Additionally, Mr. Prucha is an instructor/adjunct faculty with the University of Hawaii (UH), Manoa/Outreach College, teaching graduate-level academic coursework in *Career*

*Development, Job Placement Theory and Practice and Internship.* He currently serves on the UH Advisory Board for the graduate program in rehabilitation science, the Workforce Solutions Committee and is a supporter of the Business Leadership Network and Maui Disability Alliance as well.

Bill Prucha joined Easter Seals Hawaii in July of 2014.

***Employment Services Jessica Worster (1.0 FTE to grant-in-aid)  
Employment Specialist (Oahu)***

Jessica holds a Bachelor of Science degree in Mental Health and Human Services from the University of Maine and has completed one year towards a Masters of Science in Rehabilitation Counseling. She has been certified as a Mental Health Rehabilitation Technician/Community, a Direct Support Professional and a Behavioral Health Professional.

She has over 15 years' experience in human services, specifically in working in the fields of mental health and behavioral health and employment services. She is adept at developing networks in the community to assist Job Seekers with goal-directed, independence-building activities.

Jessica has served in program management and direct service roles within ESH, providing strategic and operational leadership as a Program Manager with Medicaid Waiver services at Napuakea on Oahu. She was responsible for supervising three case coordinators, eleven program assistants and sixty Job Seekers.

Jessica was hired as the Program Manager at Napuakea in January 2013 and accepted the Employment Specialist position in November 2014.

***Employment Services – Vacant (1.0 FTE to grant-in-aid)  
Employment Specialist (Kauai)***

***Employment Services – Vacant (1.0 FTE to grant-in-aid)  
Employment Specialist (Hilo)***

The Employment Specialists on Kauai and Hilo will have the same duties as those on Oahu and Maui. Qualified candidates will be familiar and knowledgeable of laws, regulations, and rules pertaining to individuals with ID/DD. They will be working knowledge of people with ID/DD, familiarity with ADA guidelines and understanding the importance of inclusion, understanding of, and respect for persons with ID/DD and their families.

***Behavior Services, Joshua Levine, Ph.D., Board Certified Behavioral Analyst (0.5 FTE to grant-in-aid)  
Program Manager***

Dr. Levine is a Board Certified Behavior Analyst who has been teaching individuals diagnosed with developmental disabilities in school, community, and residential settings since 2000. He received his Master's degree in Behavior Analysis from the University of North Texas and completed his Ph.D. from the University of Waikato, where he researched instructional design. Dr. Levine's professional background has focused primarily on assessment and intervention with children, adolescents, and adults diagnosed with autism spectrum disorder, intellectual disabilities, learning disorders, ADHD, as well as other behavioral problems.

***Behavior Services, Vacant (1.0 FTE to grant-in-aid)  
Behavior Therapist***

The Behavior Therapist will possess a Master's or doctoral degree in the behavioral sciences, special education, or psychology and work directly under the supervision of the Program Manager.

**Supervision and Training**

It is the responsibility of the Director of Home and Community Based Services (HCBS) to provide supervision and guidance across all youth and adult programs statewide. Program Managers provide day-to-day onsite program supervision to staff.

The Statewide Employment Services Manager will supervise the Employment Specialists with a minimum of statewide monthly meetings or more frequently as needed to review goals, objectives, overall program progress, quality of services, staffing and/or direct service issues and HCBS regulatory compliance.

The Behavior Services Program Manager will supervise and train the Behavior Therapist to be hired.

The goal of training is to provide the knowledge to new employees to effectively perform their jobs. The objectives of training for new employees is to establish a foundation of information and understanding of individuals with ID/DD, Medicaid Waiver Services, policies, procedures, job responsibilities and conduct. Training for new staff will address all of the mandated topics, listed below, with a minimum of training on two of those topics annually.

- Overview of individuals with ID/DD
- Orientation to ID/DD Medicaid Waiver Services
- Person Centered Planning and Support/ Discovery Process
- Overview of ISP/IP (Individual Support Plan/Individual Plan) process
- Detailed review of the Job Seekers' ISP/IP and other information as necessary
- Basic Health and Safety

- Positive Behavior Supports
- Preventing Abuse and Neglect
- Documentation
- Communication
- Job Responsibilities
- Adverse Events Reporting
- Ethical Conduct
- Emergency Preparedness
- Job Seeker's Rights, Grievances and Responsibilities
- ESH's Policies and Procedures

**B. Organization Chart**

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

See attached organization chart

**C. Compensation**

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

President and Chief Executive Officer \$170,000

Chief Financial Officer - \$100,000

Vice President of Human Resources - \$95,000

**VI. Other**

**A. Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain.

Not applicable, Easter Seals Hawaii is not party to any pending litigation.

**B. Licensure or Accreditation**

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

Easter Seals Hawaii is well-known for the high quality of its programs. In the interest of providing quality services, ESH contracts with the Commission on Accreditation of Rehabilitation Facilities (CARF) to conduct an organization and program audit. CARF is an independent organization that audits health and human service providers on organizational governance, operations, efficiency, fiscal health, and service delivery -- and is recognized world-wide. ESH received a 3-year accreditation (the highest level awarded) that extends to May 2016. ESH's Early Intervention (EI) program is the first and only CARF accredited EI program in the state of Hawaii. The Home and Community Based Services Program for adults, was first accredited in 2006 and has maintained it ever since.

ESH is monitored annually to ensure our fiscal and program practices meet state and federal standards by the Developmental Disabilities Division of the Hawaii State Department of Health. These surveys reveal that families place a high value on the services they receive from ESH. Of 140 Home and Community Based Services (HCBS) participant family members surveyed in June 2014, 94% reported being satisfied to very satisfied with services received.

**C. Federal and County Grants**

The applicant shall separately specify the amount of federal and county grants awarded since July 1, 2014.

See attachment "Government contracts and/or grants"

**D. Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

Not applicable

**E. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2015-16 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2015-16, but
- (2) Not received by the applicant thereafter.

**Employment Services:** ESH has applied to expand its DOH Medicaid Waiver contract to include reimbursement for Employment Services. These reimbursements are expected



to cover future direct service expenses. Funds for costs not covered under the Waiver contract will be sought from foundation grants and individual contributions.

**Behavior Services:** ESH has an existing contract with DOH which includes reimbursement for some training and consultation related to behavior services. Through the expansion of services to be funded in part by the Grant-in-Aid, ESH expects to build awareness and service delivery to be a sustaining component of the menu of HCBS services

**F. Certificate of Good Standing (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2014.

See attached Certificate of Good Standing

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2015 to June 30, 2016

Applicant: Easter Seals Hawaii

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	308,280			19,965
2. Payroll Taxes & Assessments	23,121			1,497
3. Fringe Benefits	69,363			4,492
<b>TOTAL PERSONNEL COST</b>	<b>400,764</b>			<b>25,955</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	8,600			
2. Insurance				1,979
3. Lease/Rental of Equipment				1,034
4. Lease/Rental of Space				
5. Staff Training	9,000			103
6. Supplies				4,034
7. Telecommunication				657
8. Utilities				10,994
9. Recruiting				35
10. Employment Related				541
11 Professional Fees				108
12 Contract Services				582
13 Postage & Shipping				74
14 Travel & Transportation				7,260
15 Conference & meetings				13
16 Membership & support				27
17 Depreciation				6,568
18 Direct special events costs				32
19 Miscellaneous				4
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>17,600</b>			<b>34,045</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>418,364</b>			<b>60,000</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	418,364	Jennifer La'a (808) 753-8343		
(b) Total Federal Funds Requested		Name (Please type or print) _____ Phone _____		
(c) Total County Funds Requested		<div style="background-color: black; width: 150px; height: 20px; display: inline-block;"></div> <span style="float: right;">1/29/15</span>		
(d) Total Private/Other Funds Requested	60,000	Signature of Authorized Official _____ Date _____		
<b>TOTAL BUDGET</b>	<b>478,364</b>	Ron Brandvold, President & CEO Name and Title (Please type or print)		

**BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES**

Period: July 1, 2015 to June 30, 2016

Easter Seals Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Employment Services Program Manager	1FTE	\$59,780.00	100.00%	\$ 59,780.00
Employment Specialist-Oahu	1FTE	\$42,500.00	100.00%	\$ 42,500.00
Employment Specialist-Maui	1FTE	\$40,000.00	100.00%	\$ 40,000.00
Employment Specialist-Kauai	1FTE	\$42,000.00	100.00%	\$ 42,000.00
Employment Specialist-Hawaii Island	1FTE	\$42,000.00	100.00%	\$ 42,000.00
Behavior Services Program Manager	1FTE	\$80,000.00	50.00%	\$ 40,000.00
Behavior Therapist	1FTE	\$42,000.00	100.00%	\$ 42,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>308,280.00</b>
<b>JUSTIFICATION/COMI</b> This request will support staff to provide services statewide in the areas of employment support and behavior support.				

Budget Explanation – GIA  
 “Other Current Expenses” – Items #1 and #5

Line Item and Explanation	Subtotal	Total
<p><b>1. Airfare, Inter-Island</b></p> <p><b>Employment Services:</b>            Airfare to facilitate training of ESH case coordinators and direct service workers statewide on Job coaching, Job development and customized employment training.</p> <p style="text-align: right;">10 R/T @ \$200</p> <p><b>Behavior Services:</b>            Airfare and accommodations to facilitate ESH BCBA to provide training and consultation to support participants in home and community based services. BCBA will work closely with case coordinator and direct service workers to provide assessments, collect data, provide training and consultation to address problem behaviors, show positive outcomes and achieve meaningful goals. Training and consultation includes multiple days of requiring trips of 3-5 days. Amount indicated below includes airfare and accommodations/ground transportation/per diem.</p> <p style="text-align: right;">10 trips (one/month) @\$660</p>	<p style="text-align: center;">\$2,000</p> <p style="text-align: center;">\$6,600</p>	<p style="text-align: center;">\$8,600</p>
<p><b>5. Staff Training</b></p> <p><b>Employment Services:</b>            Support three ESH staff to attend the APSE (Association of People who Support Employment) Conference, the only national organization with an exclusive focus on integrated employment and career advancement opportunities for individuals with disabilities. Amount includes registration, airfare, and accommodations/ground transportation/per diem.</p> <p style="text-align: right;">3 staff @ \$3,000</p>		<p style="text-align: center;">\$9,000</p>
<b>TOTAL – OTHER CURRENT EXPENSES</b>		<b>\$15,600</b>

# GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Easter Seals Hawaii

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau )	CONTRACT VALUE
1.	Youth Enrichment Services, CT-DCS-1500024	10/1/14-9/30/15	Department of Community Services	City & County of Honolulu	\$187,800
2.	Evaluation and Training Services, DHS 15-VR2036	7/1/14-6/30/16	Department of Human Services, DVR	State of Hawaii	\$50,000/year
3.	Early Intervention Services – Kapolei, Oahu, ASO Log No. 13-070	1/1/14-6/30/15	Department of Health	State of Hawaii	\$2,473,965
4.	Early Intervention Services – Honolulu East, Oahu, ASO Log no. 13-067	1/1/14-6/30/15	Department of Health	State of Hawaii	\$28-\$73/hour, based on therapist
5.	Early Intervention Services – Honolulu Central, Oahu, ASO Log No. 13-066	1/1/14-6/30/15	Department of Health	State of Hawaii	\$2,251,577
6.	Early Intervention Services – Kauai, ASO Log No. 13-068	1/1/14-6/30/15	Department of Health	State of Hawaii	\$21-\$60/hour, based on therapist
7.	Early Intervention Services – Hilo/Puna, ASO Log No. 13-069	1/1/14-6/30/15	Department of Health	State of Hawaii	\$1,878,347
8.	Early Intervention Services- Kailua/Waimanalo, Oahu, ASO Log no. 13-065	1/1/14-6/30/15	Department of Health	State of Hawaii	\$2,023,233
9.	Statewide Professional Services for Infant & toddler Development, ASO Log, No. 11-018	7/1/14-12/31/14	Department of Health	State of Hawaii	\$25-\$60/hour, based on therapist

10.	Vocational & Work Adjustment Training, Kauai	7/1/14-6/30/16	Department of Health/DVR	State of Hawaii	\$90,000/year
				TOTAL	\$8,954,922, plus some hourly reimbursements

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Easter Seals Hawaii

\_\_\_\_\_  
(Typed Name of Individual or Organization)

\_\_\_\_\_  
(Signature)

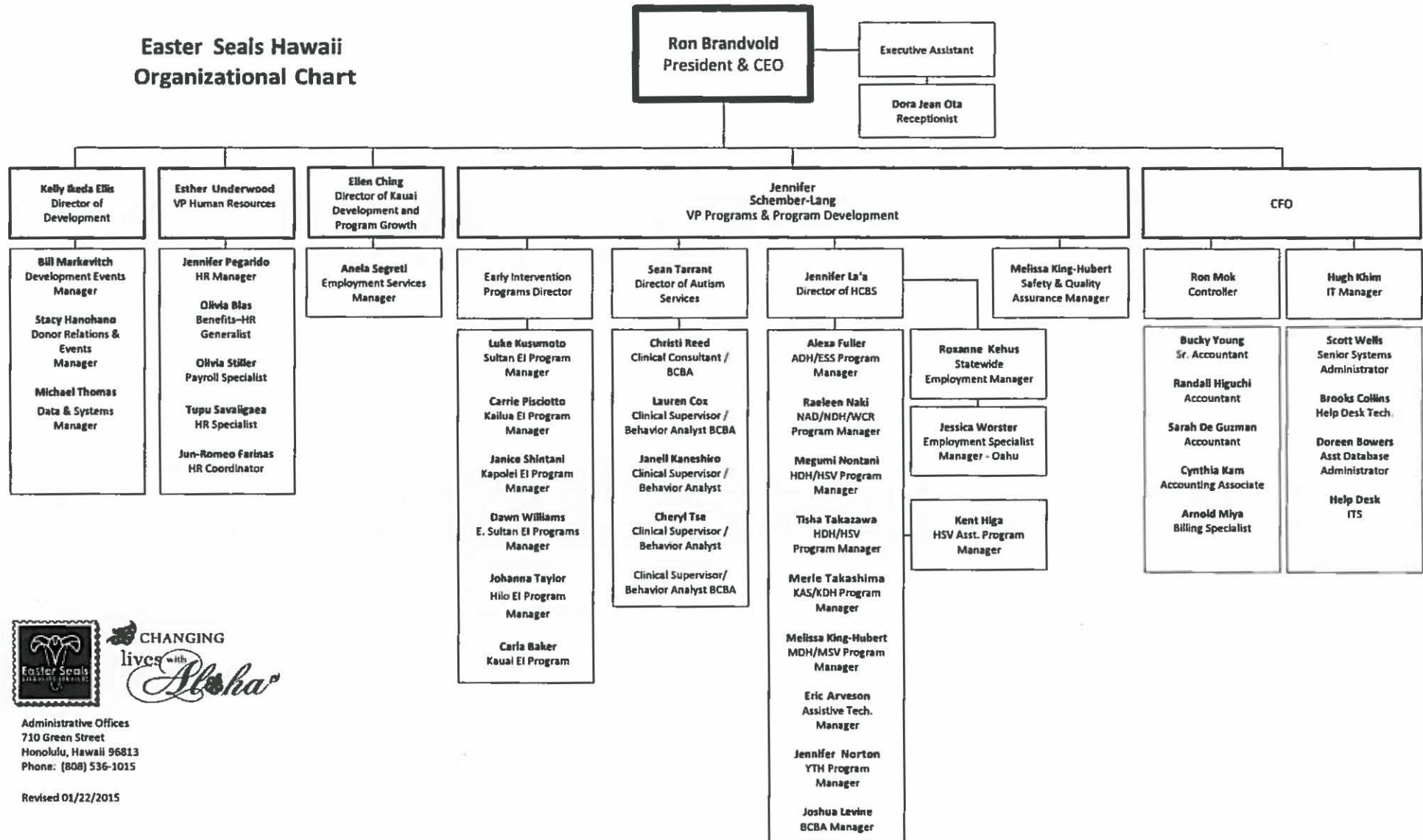
11/30/2015  
\_\_\_\_\_  
(Date)

Ron Brandvold, President & CEO

\_\_\_\_\_  
(Typed Name)

\_\_\_\_\_  
(Title)

# Easter Seals Hawaii Organizational Chart



Administrative Offices  
710 Green Street  
Honolulu, Hawaii 96813  
Phone: (808) 536-1015

Revised 01/22/2015





## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

#### EASTER SEALS HAWAII

was incorporated under the laws of Hawaii on 07/18/1947 ;  
that it is an existing nonprofit corporation; and that,  
as far as the records of this Department reveal, has complied  
with all of the provisions of the Hawaii Nonprofit Corporations  
Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set  
my hand and affixed the seal of the  
Department of Commerce and Consumer  
Affairs, at Honolulu, Hawaii.

Dated: January 22, 2015

Interim Director of Commerce and Consumer Affairs

