

**THE THIRTIETH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual: Db: Imua Family Services

Amount of State Funds Requested: \$ 975,000.00

Brief Description of Request (Please attach word document to back of page if extra space is needed):

The next phase of Imua's expansion of services and growth is upon us and to meet these needs, Imua Family Services is planning to purchase The Yokouchi Estate, a 6.09 acre property in Wailuku, in order to create the Imua Family Discovery Gardens. The purpose of Discovery Garden is to inspire children to learn and grow, equip parents and teachers, and to be a "safe place" where learners of all abilities can grow at their own pace. In a Nature Play Space "nature play spaces" encompass natures learning grounds, childcare centers, outdoor learning amphitheater, family

Amount of Other Funds Available:

State: \$ \_\_\_\_\_  
Federal: \$ \_\_\_\_\_  
County: \$ \_\_\_\_\_  
Private/Other: \$ 2.8 M

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 10,816,035  
Unrestricted Assets:  
\$ 1,826,812

New Service (Presently Does Not Exist):  Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation  
 Other Non Profit  
 Other

Mailing Address:

161 S. Wakea Ave.  
City: Kahului State: HI Zip: 96732

**Contact Person for Matters Involving this Application**

Name: Dean Wong	Title: Executive Director
Email: dwong@imuafamilyservices.org	Phone: 808.244.7467

Federal Tax ID#: [REDACTED]	State Tax ID# [REDACTED]
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Authorized Signature

Dean Wong, Executive Director  
Name and Title

1/13/2020  
Date Signed

**received**  
1/17/2020<sup>zc</sup>

10:46 am

## Application Submittal Checklist

*The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.*

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
  - a) Budget request by source of funds ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

DEAN WONG, EXECUTIVE DIRECTOR

PRINT NAME AND TITLE

JANUARY 13, 2020

DATE

**Brief Description of Request Continued:**

"nature play spaces" encompass nature's learning grounds, childcare centers, outdoor learning amphitheater, family nurturing spaces and gardens where kids can connect, play, and learn in nature. Our project will help restore children's relationship with families and develop a sense of place and connection. Additionally Imua will open a second state of the art Imua Inclusion Preschool doubling our preschool program capacity. The campus will also host a Clinical Residence offering temporary housing for incoming specialized therapists recruited to Maui County when immediate accommodations could facilitate an easier transition on to Maui.

## Application for Grants

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

### **I. Certification – Please attach immediately after cover page**

#### **1. 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, 2019.

See attached appendix A.

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

See attached appendix B.

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

If awarded a grant for the proposed project, Imua Family Services will utilize the grant for public purposes pursuant to Section 42-F-102 of the Hawaii Revised Statutes.

### **II. 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;**

Since 1947 Imua Family Services has been dedicated to the mission of "*providing comprehensive early childhood development services to children and their families with the support and resources needed to achieve their full potential in life*". Over the years, Imua Family Services has consistently expanded the level of services available for Maui families and currently provides an extensive array of family-centered, community-based, transdisciplinary services for infants, toddlers, and preschool children, birth to age six and their families. Imua takes a multi-faceted *systems* approach to Early Childhood Development: integrating the: promotion of family well-being (i.e. through parent coaching, support networks and capacity

building), prevention/intervention (i.e. outreach, education and proactive screenings/assessments), and treatment (i.e. direct therapeutic services). By impacting the life trajectories of children and families at this critical stage, Imua creates significant positive impact upon the communities that surround them.

2. The goals and objectives related to the request;

Imua Family Services shines a light on Maui as being the largest early childhood development provider in the State, providing the most innovative and progressive services to families. Due to the expansion of our Maui community and the increasing number of children requiring services, it is time for Imua to expand its operations. This, in conjunction with the need to expand to more diverse and progressive forms of therapy is why we are looking to grow. Opportunities to coach families and provide additional parent training opportunities, and our ongoing efforts to become a fully sustainable nonprofit organization all lead to our decision to expand. The goals of the Imua Family Discover Gardens is to inspire children to learn and grow, and equip parents and teachers to support this process by creating a safe place where learners of all abilities can grow at their own pace. This natural play space will encompass natural playgrounds, childcare centers, an outdoor amphitheater, family picnic spaces, and gardens where children can connect, play, and learn in nature in a place-based manner. Our objective is to create a more independent, sustainable agency through the acquisition of this space and expansion of the programs and services we provide to the community.

Studies show that the creation of outdoor learning environments contributes to healthy development, and spark cognitive growth and creativity. It improves attention for children living with ADHD and improves challenging behaviors while nurturing their emotional development. A second Imua Inclusion Preschool will be opened to serve both typically and non-typically developing children between the ages of 3 and 5 years old. We also plan to open a toddler center for children with special needs to provide child care for their families and help to provide some recuperation time for the families while the children are nurtured and well cared for. This property will also provide immediate housing temporarily while newly recruited staff that is new to Maui integrates into our community and find permanent housing. Many of our staff is recruited from off island and this will lower barriers for our community getting the highly trained early childhood pediatric professionals we need to serve our keiki. A Tea House meeting space will also be created.

3. The public purpose and need to be served;

The purpose of Discovery Garden is to inspire children to learn and grow, equip parents and teachers, and to be a "safe place" where learners of all abilities can grow at their own pace. In a Nature Play Space "nature play spaces" encompass nature's learning grounds, childcare centers, outdoor learning amphitheater, family nurturing spaces and gardens where kids can connect, play, and learn in nature. Our project will help restore children's relationship with families and develop a sense of place and connection.

Additionally Imua will open a second state of the art Imua Inclusion Preschool doubling our preschool program capacity. The campus will also host a Clinical Residence offering temporary housing for incoming specialized therapists recruited to Maui County when immediate accommodations could facilitate an easier transition on to Maui.

4. Describe the target population to be served; and

The target population to be served is children of all ability levels and their families. Imua Family Discovery Gardens allows children of all ability levels the opportunity to discover their environment in a truly interactive way. Discovery Gardens lets children with disabilities play right alongside their able-bodied friends and siblings. Ramps, bridges, and transfer stations will allow everyone to reach the highest deck of equipment. Mud tables, interactive walls, and activity panels are easily accessed by all. The sensory garden will provide a series of integrated spaces that are devoted to the seven senses of seeing, hearing, touching, tasting, and smelling, vestibular and proprioceptive. This barrier-free playground promotes acceptance and compassion, both important values for children to embrace.

5. Describe the geographic coverage.

Imua Family Discovery Gardens will be located in the heart of Wailuku on 6.09 acres, and accessible to all residents of Maui, and visitors from neighbor islands and beyond.

**III. 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;

Spring of 2020, we will launch our formal capital campaign, while simultaneously completing the acquisition of The Yokouchi Estate 6.09 acre property in Wailuku, in order to create the Imua Family Discovery Gardens. The feasibility study has already been completed and planning and design will commence. A capital campaign manager, along with staff leadership will complete the capital campaign in 12-18 months. Executive Director, Dean Wong, will act as the Project Manager and lead the process from start to completion. A team of architects, planners, designers and contractors have been assembled and are ready and willing to support this process. Leadership is in place and prepared to support this expansion with staff development, marketing, and communications as needed. We will restore, renovate, and revitalize The Yokouchi Estate to provide an incredible value add to our community.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

Spring 2020: Acquisition, Launch Capital Campaign, Schematic design and design development, General Contractor procurement, Permitting, Construction Documents and Preparation

Summer 2020: Initiate Construction and commence Phase I of restoration, to create a clinical residence, implement security upgrades, parking lot construction, grounds keeping, lighting improvements.

Fall 2020: Phase II to renovate the existing building for a preschool on campus and Phase III to create the outdoor natural learning environments on the campus.

Winter 2020: Phase IV to create and renovate the events spaces for revenue generation and long term sustainable growth and development.

December 2020: Construction Completed

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

Outcome measures will be represented by the scope of work in signed contracts for planning, design, and construction services rendered. Experts in the planning, design, construction and maintenance of the building, as well as business and financial advisors have been gathered to be a part of our board of directors and are prepared to ensure quality assurance and evaluation plans. They will provide the support and guidance needed to our Executive Director, Dean Wong and continue to strive for excellence in the results of the project and create the most mission for every dollar invested into the property in a long term, sustainable approach. A maintenance plan will be created and invested into to ensure deferred maintenance doesn't become an issue in years ahead. Regular meetings will be scheduled with all professionals involved in the plan and site visits, budget and schedule reviews, and quality control measures will be followed.

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.

Outcome measures will be represented by the scope of work in signed contracts for planning, design, and construction services rendered. These, along with site visits and photos will be provided to act as a standard of measure to provide an effective way to assess the accomplishment of this grant in aid request. The expansion of programming and services offered to the community will be another outcome measure upon completion of this project.

#### **IV. Financial**

##### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - a. Budget request by source of funds ([Link](#))  
See attached appendix C
  - b. Personnel salaries and wages ([Link](#))  
See attached appendix D (not applicable to our GIA capital request)
  - c. Equipment and motor vehicles ([Link](#))  
See attached appendix E(not applicable)
  - d. Capital project details ([Link](#))  
See attached appendix F
  - e. Government contracts, grants, and grants in aid ([Link](#))  
See attached appendix G
  
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$975,000				\$975,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.

See list below. This includes mostly operations requests.

Alexander Russel Tulloch Trust
Alexander & Baldwin
Atherton Family Foundation
Bendon Family Foundation
Cooke Foundation
Costco Foundation
County of Maui
Discovery Land Foundation
First Hawaiian Bank Foundation
Frank M & Gertrude Doyle
Fred Baldwin Memorial
Friends of Hawaii Charities
Frost Family Foundation



GIFT Foundation
Harry & Jeanette Weinberg
Hawaii Tug and Barge
Healy Foundation
HMSA Foundation
Kent & Polli Smith Family Fnd
Kind Heart & Free Spirit
Makana Aloha Foundation
Matson Foundation
McInerny Foundation
NFL Foundation
Safeway Foundation
Seattle Foundation
Wailea Community Assoc
Young Bothers LTD

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. Imua Family Services has not received any state or federal tax credits in the last 3 years, nor do we anticipate applying for any pertaining to the construction of the Imua Family Discovery Gardens.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2021 for program funding.

See attached appendix G

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

The balance of Imua Family Services unrestricted assets as of December 31, 2019 is: ~\$1.826 M

**V. Experience and Capability**

**1. 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.

Imua Family Services has been ramping up our leadership team to support the growth of our campus from one to two. Leadership with a background in property management, education, personnel, and event planning and management are all prepared to execute this expansion effectively. Executive Director, Dean Wong has run a capital campaign previously, and acted as a Project Manager for the planning, design, and construction of our Wakea office building successfully. Dean has been with Imua Family Services for almost a decade. People Development Director, Jeeyun Lee has worked with place based, therapeutic outdoor education, native plants, staff and project management in her prior roles, and Program Manager, John Oliver has a background in agricultural sustainability and maintenance. Clinical Director Bobbie-Jo Moniz-Tadeo has decades of experience in the DOE and as an educator, working at Imua Family Services for the last 7 years, and Preschool Director Lyn Constantino has 4 years with Imua Family Services both working within our preschool, and as a Registered Behavior Technician. Controller, Joanna Tomchak has over 9 years with Imua Family Services and has successfully managed our agency's financials. All staff are in place and as expansion occurs, additional hires can be brought on and appropriately trained for maximum community impact.

Imua Family Services is primed and ready to take on this next expansion to better serve our community and create the Imua Family Discovery Gardens campus. We are already working with architects and planners to make this a successful endeavor.

In FY13, Imua Family Services and Easter Seals Hawaii negotiated an agreement and implemented initial planning for the development of a new 10,000+ s.f. state-of-the-art facility to provide office space and program areas specifically designed to accommodate the needs of Imua Family Services clients. This consisted of a partial demolition of an existing two-story building that was formerly used as a dormitory for seasonal workers by Maui Land & Pineapple and the new construction of a two-story steel framed building utilizing the existing foundation and structural support systems. This approach enabled Imua to develop the project at a relatively low total cost and significantly reduce the amount of time required for pre-development activities and the completion of construction. The total cost of the project was \$1,915,000 (which included a 10% construction contingency) and it was projected that once all funding was in place the construction can be completed and the facility ready for occupancy in 3 – 6 months. A capital campaign was launched and this was successfully completed on time under Executive Director, Dean Wong's watchful eye and leadership.

## **2. 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.

In April 2015, Imua Family Services completed the Imua Family Services Early Childhood Development Center in Kahului which houses our offices and most center based therapy activities. We opened a West Maui Family Center in 2017 to assist therapists and families who live on Maui's west side avoid commuting on the Pali with small and infant children. And we opened an Imua office at the Molokai Community Health Center so that all of our comprehensive services can be offered to families and children on Molokai.

The next phase of Imua's expansion of services and growth is upon us and to meet these needs Imua Family Services is planning to purchase The Yokouchi Estate 6.09 acre property in Wailuku, in order to create the Imua Family Discovery Gardens. A feasibility study was completed and the Imua Family Services Board of Directors approved to move forward with the purchase negotiations of this building. Already, \$2.8 million has been secured in-kind, and as a donation, to help make this vision a reality for our community.

## **VI. Personnel: Project Organization and Staffing**

### **1. 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.

Imua Family Services has been ramping up our leadership team to support the growth of our campus from one to two. Leadership with a background in property management, education, personnel, and event planning and management are all prepared to execute this expansion effectively. Executive Director, Dean Wong has run a capital campaign previously, and acted as a Project Manager for the planning, design, and construction of our Wakea office building successfully. Dean has been with Imua Family Services for almost a decade. People Development Director, Jeeyun Lee has worked with place based, therapeutic outdoor education, native plants, staff and project management in her prior roles, and Program Manager, John Oliver has a background in agricultural sustainability and maintenance. Clinical Director Bobbie-Jo Moniz-Tadeo has decades of experience in the DOE and as an educator, working at Imua Family Services for the last 7 years, and Preschool Director Lyn Constantino has 4 years with Imua Family Services both working within our preschool, and as a Registered Behavior Technician. Controller, Joanna Tomchak has over 9 years with Imua Family Services and has successfully managed our agency's financials. All staff are in place and as expansion occurs, additional hires can be brought on and appropriately trained for maximum community impact.

Imua Family Services is primed and ready to take on this next expansion to better serve our community and create the Imua Family Discovery Gardens campus. We are already working with architects and planners to make this a successful endeavor.

**2. 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 in appendix H .

**3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

Executive Director: \$128,607.74  
Board Certified Behavior Analyst: \$90,000.00  
Board Certified Behavior Analyst: \$85,000.00

**VII. Other**

**1. Litigation**

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

Imua Family Services is not party to any litigation.

**2. 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.

Imua Family Services already offers a licensed preschool on our Wakea campus and are prepared to provide a second licensed preschool for our community at Imua Family Discovery Gardens. We are in the process of NAEYC accreditation that should be completed by 2021.

**3. 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.

No state funds will be used to support or benefit a private educational institution. If awarded, the proposed grant will support the land acquisition, planning and construction on the Imua Family Discovery Gardens and be owned by Imua Family Services. It will directly benefit our 501(c)(3) organization. Future student groups from local private schools may indirectly benefit from the outdoor exploration and learning opportunities at Imua Family Discovery Gardens.

#### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

Because this grant is a one-time capital request to complete Imua Family Discovery Gardens, no additional funds will be needed for future sustainability. Ongoing maintenance expenses for the property will be budgeted into our annual operating budget upon property acquisition and renovation moving forward.

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**Appendix A**  
**Certificate of Good Standing**



## 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

#### IMUA FAMILY SERVICES

was incorporated under the laws of Hawaii on 11/14/1979 ; 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 13, 2020

Director of Commerce and Consumer Affairs



**Appendix B**  
**Declaration Statement**



**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.

Imua Family Services  
(Typed Name of Individual or Organization)

  
(Signature)

January 13, 2020  
(Date)

Dean Wong  
(Typed Name)

Executive Director  
(Title)


# Appendix C

## Budget Request by Source of Funds

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Imua Family Services

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>975,000</b>		<b>500,000</b>	<b>4,025,000</b>
<b>TOTAL (A+B+C+D+E)</b>				
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	975,000	Dean Wong	808.244.7467	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested	500,000			
(d) Total Private/Other Funds Requested	4,025,000	Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>5,500,000</b>	Dean Wong	Executive Director	
		Name and Title (Please type or print)		

**Appendix D**  
**Personnel Salaries and Wages**

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Imua Family Services

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				
Staffing already exists within the agency to meet the needs of executing this project.				

**Appendix E**  
**Equipment and Motor Vehicles**

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Imua Family Services

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

# Appendix F

## Capital Project Details



## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Imua Family Services

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
	PLANS	\$ 250,000.00		250000		
LAND ACQUISITION	\$ 3,800,000.00		400000	1725000		
DESIGN	\$ 250,000.00		250000			
CONSTRUCTION	\$ 1,000,000.00		325000			
EQUIPMENT	\$ 200,000.00		200000			
<b>TOTAL: \$5.5 M</b>		<b>2800000</b>	<b>975,000</b>	<b>1,725,000</b>		

**JUSTIFICATION/COMMENT** The balance of \$1.725 m will be from Maui County & gathered through the launch of a capital campaign Spring 2020. Private in-kind donation of \$600,000 was received by the property owners, included in the funds received.

**Appendix G**  
**Government Contracts, Grants, and**  
**Grant in Aid**

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Imua Family Services

Contracts Total: 7,981,133

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	Early intervention services-POS-Maui County	7/1/17-6/30/18	EIS	State of Hawaii	2,116,421
2	Early intervention services-FFS	7/1/17-6/30/18	EIS	State of Hawaii	unit rate billing
3	BCBA & RBT services	5/25/18-9/30/18	Maui District Spc. Ed.	State of Hawaii	49,810
4	Date collection for quality improvement	5/15/18-7/31/18	Family Health Serv.	State of Hawaii	12,500
5	Early Childhood Development Program grant	7/1/17-6/30/18	DHHS	County of Maui	45,000
6	Imua Inclusion Preschool grant	7/1/17-6/30/18	DHHS	County of Maui	36,050
7	Teddy Bear Corner grant	7/1/17-6/30/18	DHHS	County of Maui	10,488
8	Child Restraint Program Grant	10/1/17-9/30/18	Maui Police Dept	County of Maui	5,000
9	Early intervention services-POS-Maui County	7/1/18-6/30/19	EIS	State of Hawaii	2,761,009
10	Early intervention services-FFS	7/1/18-6/30/19	EIS	State of Hawaii	unit rate billing
11	Date collection for quality improvement	5/10/19-7/31/19	Family Health Serv.	State of Hawaii	4,500
12	Early Childhood Development Program grant	7/1/18-6/30/19	DHHS	County of Maui	56,250
13	Imua Inclusion Preschool grant	7/1/18-6/30/19	DHHS	County of Maui	39,655
14	Teddy Bear Corner grant	7/1/18-6/30/19	DHHS	County of Maui	13,150
15	Child Restraint Program Grant	10/1/18-9/30/19	Maui Police Dept	County of Maui	5,000
16	Early intervention services-POS-Maui County	7/1/19-6/30/20	EIS	State of Hawaii	2,712,245
17	Early intervention services-FFS	7/1/19-6/30/20	EIS	State of Hawaii	unit rate billing
18	Early Childhood Development Program grant	7/1/19-6/30/20	DHHS	County of Maui	56,250
19	Imua Inclusion Preschool grant	7/1/19-6/30/20	DHHS	County of Maui	39,655
20	Teddy Bear Corner grant	7/1/19-6/30/20	DHHS	County of Maui	13,150
21	Child Restraint Program Grant	10/1/19-9/30/20	Maui Police Dept	County of Maui	5,000
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# Appendix H

## Organization Chart



**Board of Directors**

**Executive Director**  
L. Dean Wong, BA (1 FTE)

**Controller**

Joanna Tomchak, BA (1 FTE)

**Community Relations Coordinator**

Lindsey Shiroma (1 FTE)

**Assistant to E. D.**

Jim Therrian (1 FTE)

**People Development Director**

Jeeyun Lee, MSW (1 FTE)

**Administrative Assistant**

Sarah Ale Kona Santos (1 FTE)

**Special Events Assistant**

Kayla Vincent (Hourly)

**Director of Clinical Services**

Bobbie-Jo Moniz-Tadeo Ed.D, M.Ed, BA  
(1 FTE)

**Senior Accounting Specialist**

Vacant (.8 FTE)

**Office Manager**

Lina Krueger (1 FTE)

**Program Manager  
Client & Program Support Coordinator**

John Oliver

**Care Coordinators**

Melissa Echiverri BSW (STATE DOH)  
Vanessa Ganir BSW (1 FTE)  
Taylor Houvious, BA (1 FTE)  
Brian Edgar (1 FTE)  
Leah Burkley (1 FTE)  
Brian Nagami, Molokai (.50 FTE)

**Director of Education Services**

Lynette Constantino (1.0 FTE)

**Newborn Hearing Screening  
Audiologist**

Dr. Mandy Santos  
Diane Brittain

**Assistant to the Clinical Director**

Chantelle Almeida (1 FTE)

**Client Services &  
Business Administrator**

Brian Nagami (1 FTE)

**Teacher**

Brenda Brown (1.0 FTE)

**Teacher Assistant**

Angelika Padilla (1 FTE)  
Chaise Kahula (1 FTE)

**Behavior Analyst, BCBA**

Stefany Guerrero M.Ed., BCBA,  
Tara Vellella MA., MCBA,

**Program Support**

Ashely Minobe-Nacua (1 FTE)  
Diane Brittain (.50 FTE)  
Kelsie Kagoshima (.75FTE)

**Occupational Therapists**

Joni Watanabe OTR/L (1.0 FTE)  
Stacey Teshima OTR/L (1.0 FTE)  
Meghan Tholan OTR/L (1.0 FTE)  
Sherrie LaVelle OTR/L (1.0 FTE)

**Kokua Med-Quest  
Eligibility Specialist**

Genevieve DeRego (1 FTE)  
Ardha Schuler (Hourly)

**Client Services Manager RBT**

Jacklyn Ho'okano (1 FTE)

**Physical Therapists**

Sarah McCloud DT, PT (1 FTE)  
Victoria Silverstein, PT (1 FTE)

**Special Instruction Teachers**

Naima Hills BS ME (.30 FTE)

**Camp Imua**

**Program Coordinator**

Rainelle Lushina (.50 FTE)

**Registered Behavioral Technician**

Kyra Denise Zendall (Hourly)  
Kayla Vincent (Hourly)  
Ardha Schuler (Hourly)  
Jennifer Flores (Hourly)  
Mary Jean Rabara (On Call Sub)

**Speech-Language Pathologists**

Allison Yoshimoto CCC-SLP (.75 FTE)  
Kelly Smith Ladore CCC-SLP (1 FTE)  
Loretta Brem CCC-SLP (contract)  
Ruth Castrigno CCC-SLP- (hourly)

**Family Trainer/  
General Education / Teacher**

Lisa Fanning MAT, MBCT (Part time)  
Jeri-Lu Heen, (Part time) Molokai

**Camp Imua Managers**

Seasonal Hires  
Ben Callahan  
Adrienne Laurion

**Dream Imua**

**Program Coordinator**

Rainelle Lushina (.50 FTE)