

**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:

The National Federation of the Blind of Hawaii                      no

Amount of State Funds Requested: \$47,350.00

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

This election accessibility voter education pilot project will better inform election personnel and voters on rights and means available to register and vote privately and independently. The target population is voters with print disabilities unable to see, mark, and return their mailed printed ballots. The public purposes are to improve election administration for target population members and to help members exercise their equal participation rights in elections, including their secret ballot rights specified by law.

Amount of Other Funds Available:

State:                      \$0

Federal:                      \$0

County:                      \$0

Private/Other: \$0

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

\$0

Unrestricted Assets:

\$62,700.76

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:

PO Box 4605

City:

Honolulu

State:

HI

Zip:

96812

Contact Person for Matters Involving this Application

Name:  
James Gashel

Title:  
Legislative Chair

Email:  
jgashel0923@gmail.com

Phone:  
8082349259

Federal Tax ID#:

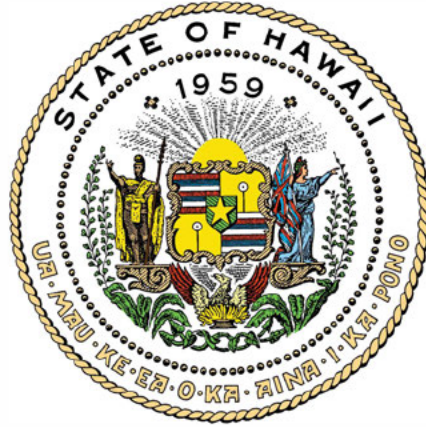
State Tax ID#

  
Authorized Signature

James Gashel, Legislative Chair  
Name and Title

1/20/2022

Date Signed



## 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

THE NATIONAL FEDERATION OF THE BLIND OF HAWAII

was incorporated under the laws of Hawaii on 12/21/1990 ; 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 07, 2022

Director of Commerce and Consumer Affairs

## **I. Certification**

### **1. Certificate of Good Standing**

A certificate of good standing for the National Federation of the Blind of Hawaii, dated January 7, 2022, issued by the Director of Commerce and Consumer Affairs has been attached immediately after the cover page as requested.

### **2. Declaration Statement**

NFBH affirms that it meets the standards specified in HRS§42F-103, subsections (a) through (c) thereof to the extent applicable, and excluding subsection (d), relating to the purchase and sale of land, which is not applicable.

### **3. Public Purpose**

The grant is requested to fulfill public purposes in accordance with HRS§42F-102. The public purposes are to improve election administration for target population members and to help members exercise their equal participation rights in elections, including their secret ballot rights specified by law. Target population members are voters with print disabilities unable to see, mark, and return mailed printed ballots. This project will better inform election personnel and voters on rights and means available to register and vote privately and independently.

## **II. Background and Summary**

The National Federation of the Blind of Hawaii (NFBH) is a membership organization consisting of individuals and sub-groups (called "local chapters") located on Oahu and throughout our neighbor islands. Incorporated as The National Federation of the Blind of Hawaii since December 21, 1990, we are Hawaii's state affiliate of the National Federation of the Blind. All of our elected officers and the vast majority of our members are blind. We are the blind organized to represent the interests, needs, aspirations, and goals of blind people in Hawaii and throughout the United States.

Equal participation for blind people is by far our most preeminent goal. Equal participation includes opportunities to vote in public elections with privacy,

independence, and secrecy equivalent to that provided to all others who are not blind.

State and federal laws confirm this right, resulting from our advocacy.

Imagine receiving a printed ballot in the mail which you can not read or mark choices by yourself. What would you do? The law provides options for you to maintain a secret ballot, voting privately and by yourself, but these options are recently enacted and little known even among state and county election personnel. Rights without knowledge mean nothing.

This election accessibility voter education pilot project will better inform election personnel and voters on rights and means available to register and vote privately and independently. The target population is voters with print disabilities unable to see, mark, and return their mailed printed ballots. The public purposes are to improve election administration for target population members and to help members exercise their equal participation rights in elections, including their secret ballot rights specified by law.

Target population members are blind people and additional others unable to read print due to disability. Many are members of our Kupuna population; seniors losing eyesight in later life. Depending on funding, the project is expected to reach a minimum of 2,500 target population members on Oahu and another 1,000 on the neighbor islands.

### **III. Service Summary and Outcomes**

#### 1. Scope of Work

The applicant's Election Accessibility pilot project will include the following components:

##### (A) State and County Coordination.

The project will establish ongoing collaborative relationships with appropriate personnel in the state Office of Elections and the corresponding Elections divisions in each county. This will help the state and county personnel to best be aware of and appreciate the unique needs of the target population needing election accessibility services, and assure both accuracy and consistency of information provided by the project and the government offices. Coordination will also include ongoing communications with members of the statewide and county voters with special needs advisory committees appointed pursuant to section 2 of Act 213 passed in 2021.

##### (B) Election Accessibility Services.

The project will deliver election accessibility services to target population members, neighborhood boards, associations, organizations, public and private agencies, and the general public. Services will include:

(1) preparation and distribution of a "Guide to Accessible Voting in Hawaii." This guide

will present essential information on alternative options available for voters unable to see or use ordinary printed ballots due to disability.

(2) production and distribution of the Guide in alternate formats; Braille, audio, and large print, appropriate to the needs of target population members.

(3) Public outreach campaign to increase general awareness of options and assistance available for voters unable to see or use ordinary printed ballots due to disability. This campaign will include civic and community organization outreach, information provided to voter registration and information organizations such as League of Women Voters, Common Cause Hawaii, AARP Hawaii, and outreach through broadcast and social media.

(4) Voter education workshops for target population members. These workshops will include both online and in-person presentations to the extent feasible, focusing on the various options allowed for accessible, non-visual voting in Hawaii. Subjects covered will include voter registration (online and otherwise), operation of accessible voting machines at voter service centers, use of electronic format ballots on personal computers, electronic authentication of voters returning marked alternate format ballots, and use of personal assistants chosen by the voter.

(5) Online presence. The project will have an online presence, including a Facebook page, Twitter account, email address, and election accessibility website. These online services will be essential for the public outreach campaign and voter education components to have maximum effect.

(6) Election accessibility telephone hotline. This service will provide target population members and the public with a means of direct oral communication with project team members. Telephone access to the project will be essential for target population members who have limited Internet access or difficulty using online services due to disability.

### (C) Election Accessibility Survey.

The project will include an election accessibility survey compiled and used to better inform election personnel, voters with special needs advisory committees, and NFBH about the status of accessibility and unmet needs, based on the 2022 election experience. The survey will be conducted primarily through personal and telephone interviews to the maximum extent possible. Survey respondents will include election administration personnel as well as voters and potential voters.

## 2. Timeline

The performance period for this project will be 12 months, beginning with the requested award early in fiscal year 2023. That said, the applicant is aware that printed ballots will be sent to all registered voters on July 26, 2022 for the August 13, 2022 primary election. Therefore, NFBH is prepared to begin work on the project when notified that the legislature has approved this application, provided we have reasonable assurance of prompt contract award, to the extent allowed for reimbursement of pre-award costs.

(A) Timing of state and county coordination.

The tasks relating to coordination with state and county election offices and voters with special needs advisory committees will begin as soon as practicable when notified that the legislature has approved this application. These tasks in the nature of relationship building and advisory will be ongoing throughout the project, with most work done in May, 2022 through the general election on November 8, 2022. After that, members of the project team will complete the election accessibility survey, meet with the state and county special needs advisory committees, and present the project findings and recommendations to personnel in the state and county offices.

(B) Timing of election accessibility services.

The tasks to prepare for and provide election accessibility services will begin as soon as practicable after project approval, when the contract award is reasonably assured, to the extent allowed for reimbursement of pre-award costs. Due to the nature of this project and the timing of elections, most election accessibility services will be delivered between the time of the award (or slightly before) and conclude shortly after the general election on November 8. However, online services will continue to the end of the performance period due to their lasting educational value.

(C) Timing of election accessibility survey.

Preparation of the election accessibility survey will begin in approximately September 2022. Work will also be done in September and October 2022 to identify and train a survey team to be recruited from among higher education students and interested community members. Telephone and in-person survey interviews will begin within a few days after the November 8 general election and continue through February 2023. This timing will be affected in part by the Thanksgiving and Christmas-New Years holidays. The months of March and April 2023 will be used to compile the survey results and prepare the final report. Delivery of the report is expected to occur during May and June 2023 at meetings with state and county election personnel and members of the voters with special needs advisory committees.

### 3. Quality Assurance and Evaluation

The applicant will prepare monthly progress reports to monitor and specify fulfillment of each scope of work component. These reports will include quantitative data sufficient to show delivery of election accessibility services, including documents prepared and distributed, the number of target population members served, and public and community contacts made. The election accessibility survey will specify number of interviews sought, number of interviews completed, and recommendations based on survey responses.

#### 4. Effectiveness Measures

Data provided from the election accessibility survey will give the expending agency (state Office of Elections) numerical score ratings made by survey respondents. For example, respondents will be asked to rate their receipt of each election accessibility service (to the extent applicable) on a five point scale. These respondent ratings will be compiled and included in the final report.

### **IV. Financial**

#### 1. Budget

The applicable completed budget form, "Budget request by source of funds,;" is attached.

#### 2. Quarterly Fiscal 2023 Funding Request

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
13,675.00	11,975.00	10,100.00	11,600.00	47,350.00

#### 3. Other Sources of Funding sought

No other sources of funding are being sought.

#### 4. Tax Credits

NFBH has not applied for or received any state or federal tax credits for the past three years, including any state or federal capitol campaign tax credits.

#### 5. Government contracts, Grants, and Grants in Aid

NFBH has not sought, received, and does not expect to receive any other government contract, grant, or grant in aid applicable for the past three years and for fiscal year 2023. The "Government contracts, grants, and grants in aid" form showing our current state contract, not applicable to this project is attached.

#### 6. Unrestricted Assets

The unrestricted NFBH bank balance was \$62,700.76 on December 31, 2021. No other property or financial assets are available.



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

Applicant: The National Federation of the Blind of Hawaii

Contracts Total:

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>
1	NFB-NEWSLINE	Oct 1, 2021	DHS	State
2				
3				
4				
5				
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## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: The National Federation of the Blind of 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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	3,000	0	0	0
2. Insurance	200	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	1,500	0	0	0
7. Telecommunication	750	0	0	0
8. Utilities	0	0	0	0
9. Director, Contract	10,000	0	0	0
10. Accessibility Services Lead, Contract	5,000	0	0	0
11. Accessibility Services Team, Contract	10,800	0	0	0
12. Online Services Admin, Contract	5,000	0	0	0
13. Support Services	9,600	0	0	0
14. Transportation in-person training	1500	0	0	0
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>47,350</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

E. CAPITAL	0	0	0	0
<b>TOTAL (A+B+C+D+E)</b>	<b>47,350</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	47,350	James Gashel	808-234-9259	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested		<i>KKeim</i>		01/21/2022
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	47,350.00	<del>Kathryn Keim, Second Vice President</del>	Name and Title (Please type or print)	

## **V. Experience and Capability**

### **1. Necessary Skills and Experience**

The National Federation of the Blind of Hawaii, is ideally suited with necessary skills and experience to conduct this project. NFBH is a membership organization having individual members and organization sub-units (local chapters) throughout the state. All NFBH members are target population members for this project. Having ready access to and the attention of these target population members is our most important resource needed and available. In addition, NFBH is well-known among blind people who are not current members, and among public state and local agencies who serve target population members.

NFBH operates and maintains a current news and information service, called NFB-NEWSLINE, with a statewide subscriber base of more than 800 blind and print disabled readers. NFB-NEWSLINE provides audio, Braille, and digital text access to local and national newspapers, magazines, tv listings, shopping adds, current weather, and emergency alerts. The service can also be used to distribute information about elections and accessible voting options. Anyone in the target population of this project is eligible for the NFB-NEWSLINE service.

A state contract between NFBH and the Department of Human Services (OHS) supports NFB-NEWSLINE. This DHS contract is now in the third year of five years expected, preceded by a previous five year contract. The annual contract amount is \$40,000.

Also, relevant to this project, our parent organization, the National Federation of the Blind, conducts a very successful election accessibility education project, operating since 2004 under the Help America Vote Act (HAVA). This HAVA program is funded with annual federal Department of Health and Human Services grants. Information developed under this federal grant will be an important resources for materials development under this project in Hawaii.

## 2. Facilities.

The facilities available to NFBH for use in this project will be materials production facilities and necessary equipment for Braille, print, and audio content. The facilities will also include the project, social media accounts, and toll-free telephone access. NFBH has and maintains similar facilities for its ongoing programs, managed by our director of communications. The director will be responsible for adding to our existing services as needed to carry out the election accessibility project.

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

### **1. Proposed Staffing, Staff Qualifications, Supervision and Training**

The staffing pattern includes the following positions: project director; accessibility services lead; accessibility services team; and online services administrator. These positions are essential to fulfill the tasks described in the scope of work. All positions will be contracted.

The project director will have day to day responsibility for supervising other staff to assure all deliverables are met in accordance with the project goals and the contract. The director will assure coordination of the project with state and county election personnel and voters with special needs advisory committees, oversee the post election accessibility survey, and prepare the project final report. The director will be the liaison between the project and the grant extending agency.

The individual assigned will have demonstrated experience in staff supervision; motivation and team leadership skills; ability to communicate clearly both orally and in writing; ability to set and meet deadlines; experience in management of grant funded projects; and public presentation skills needed to represent the project.

The accessibility services lead will prepare (and revise as needed) the voting accessibility guide and all other voter education materials used; train, and supervise accessibility services team members; prepare the post election accessibility survey; supervise the survey interview process; and assist the director in preparation of the final report.

The individual assigned will have demonstrated experience in motivation and team leadership; writing and editing skills; subject matter knowledge of election accessibility, addressing needs of target population members; ability to set and meet deadlines; ability to communicate clearly both orally and in writing; and public presentation skills needed to represent the project when assigned.



The accessibility services team will provide voter education services to target population members and conduct the post election accessibility survey telephone interviews. This team will consist of two or more individuals with the necessary communications skills, and other qualifications.

Team members must, to the extent possible, be experienced target population members; be aware of accessible voting options available to target population members; have skills needed to communicate effectively with target population members both online, by telephone, and in person; be able to schedule and conduct individual and group training among target population members; and keep necessary notes and record data.

The online services administrator will establish and maintain the project website, social media accounts, email services, and toll-free telephone communications. These duties will be performed by the NFBH communications director. This individual is well qualified for the duties involved based on demonstrated current performance and experience creating and maintaining accessible online services and media.

The plan for supervision of this project will be similar to the approach used by NFBH for all other activities of the organization. All personnel will be chosen by the president of NFBH. The director will have primary responsibility for overall supervision of the project and will report directly to the president and board of directors of NFBH, including, at a minimum, weekly project status meetings with the president, and additional meetings with the board of directors as needed. The accessibility services lead will report directly to the director. Accessibility services team members will report directly to the accessibility services lead. For responsibilities related to this project, the online services administrator will report directly to the director of this project.

## **2. Organization Chart**

An organization chart is attached to show the relationship of positions as described above and placement of the election accessibility project within NFBH.

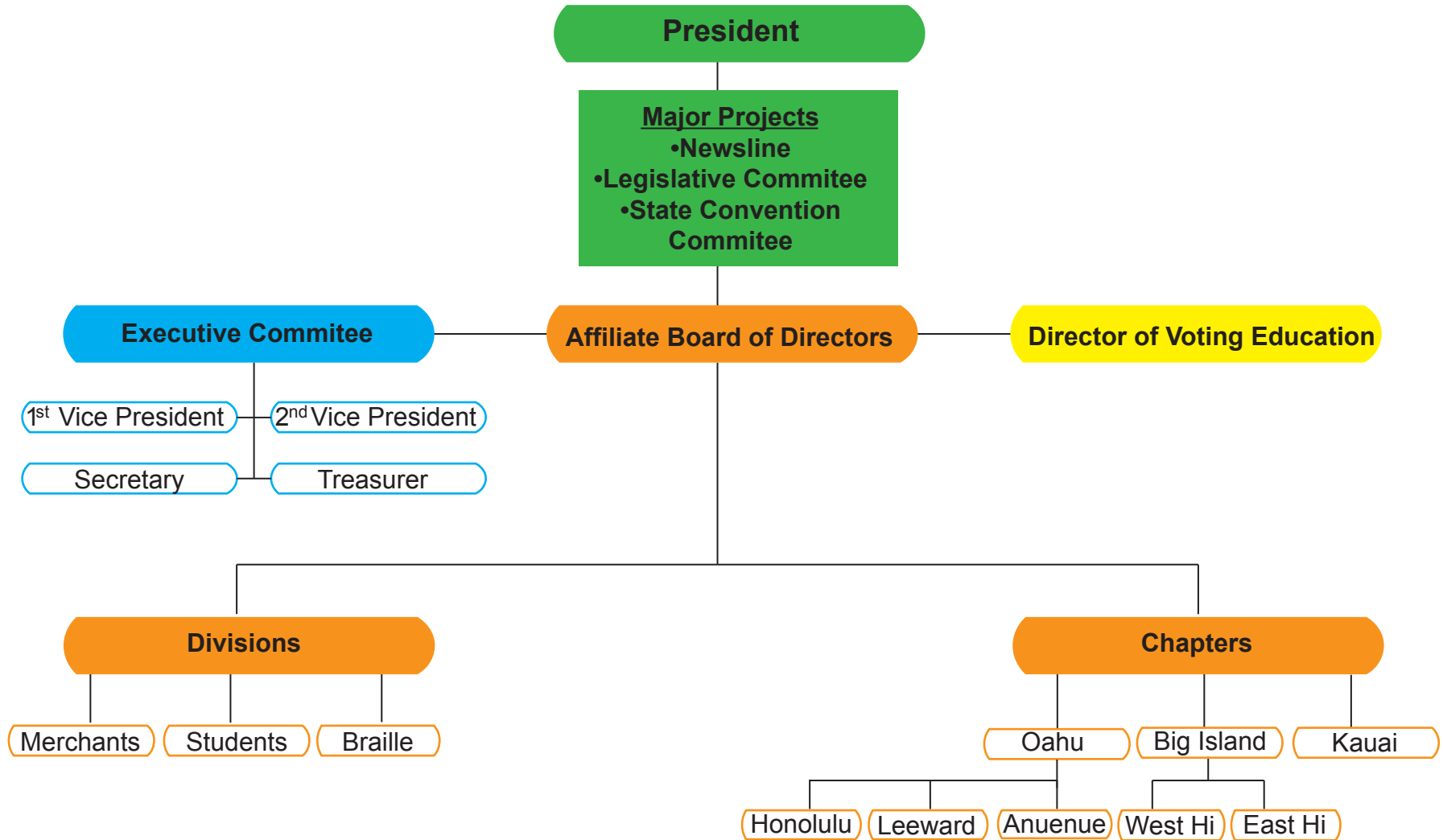
## **3. Compensation**

All officers and board members of NFBH are elected by the members of NFBH from among the membership. All officers are volunteers, are not employed by NFBH and receive no compensation. NFBH does not have employees. Members join the organization and volunteer their time and services for the benefits of collective action.

# National Federation of the Blind of Hawaii Organization Chart



Live the life you want.



## **VII. Other**

### **1. Litigation**

NFBH is not a party to any litigation and is not subject to any present, past, or outstanding judgments.

### **2. Licensure or Accreditation**

There are no Licensure or Accreditation requirements applicable to this project. NFBH has a rich history of organizing and conducting volunteer activities to benefit members of the target population from its present incorporation in 1990 and for many years before. Our projects are educational campaigns aimed at improving opportunities for blind people to live independently and have equal participation in society. The diverse membership of NFBH, representing all areas of Oahu and our neighbor islands is evidence of our organizational success. This is by far the most relevant qualification needed to carry out this particular project. Our national affiliation with the National Federation of the Blind provides ready access to knowledge, experience, and informational materials, also of special importance to this project.

### **3. Private Educational Institutions**

No funds awarded under this grant will be used to support or benefit a sectarian or non-sectarian private educational institution.

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

The plan for sustainability includes preparation of the "Guide to Accessible Voting in Hawaii." This guide will be one of the most important deliverables and have lasting value to the state and county election offices. The guide will be the centerpiece of the program. This approach was planned for sustainability between and during future election cycles. Lack of focused educational materials to explain accessible voting options has led to confusion and lost opportunities in the past. Therefore, we see the guide and any other materials developed and used in this project as filling a void, benefiting both election personnel and voters for years to come.

Our sustainability plan also includes project assistance to be provided to members of the statewide and county level voters with special needs advisory committees. Members appointed to these committees will serve four year terms, continuing to advise the

election offices in preparation for all future election cycles. The advisory committees are just now being formed as this application is being written. In helping the advisory committees to get underway, NFBH views the continuing work of these committees as sustaining work started by this project. Continuing work of the advisory committees and use of the guide and other voter education materials will not depend on future election accessibility grants to NFBH if any.