

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



DEAN WONG, EXECUTIVE DIRECTOR

JANUARY 18, 2023

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

Brief Description of Request Continued:

The Imua Discovery Garden will be open to the community and have a sense of a public park. The property will feature a variety of nature-inspired play spaces including natural playgrounds, botanical gardens, family picnic areas, an outdoor amphitheater, and a tea garden. These outdoor spaces will be a place where children can connect, play and learn in nature. The design of the property also promotes familial and peer relationship building and allows for the development of a sense of place and connection.

Imua Family Services is requesting \$450,000.00 from the Hawaii State GIA funds to build two ADA accessible restrooms on the Imua Discovery Garden property for public use.

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, 2022.

See attached Appendix A.

2. Declaration Statement

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

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](#).

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 (Imua) has been dedicated to its mission of *“providing a way for children and their families to achieve their full potential in life.”* Imua is a non-profit 501 (c) (3) committed to serving the early childhood developmental needs of children and their families by providing inclusion services and programs that stimulate curiosity and motivate learning at developmentally appropriate levels.

75 years into its existence, the agency has grown into the largest early childhood development provider in the State of Hawaii. Imua takes a multi-faceted *systems* approach to Early Childhood Development integrating the following: 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.

In 2020, Imua acquired a 6.09-acre property, formerly known as the Yokouchi Estate, in the historic district of Wailuku Town. The property is now known as the Imua Discovery Garden.

The Imua Discovery Garden is a unique children's garden that will ultimately feature more than 20 hands-on exhibits, programs, and monthly experiences. The space will be dedicated to learning and growing through play and exploration. This outdoor, natural environment is being designed with this philosophy in mind.

As an organization, Imua strives to continue to implement critical early intervention services and programs with a progressive and innovative lens.

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 growth of our Maui community and the increasing number of children requiring services, Imua has expanded its operations. The acquisition of its new property, the Imua Discovery Garden, will allow the agency to develop more diverse and progressive forms of therapy, offer more opportunities to coach families and train parents, and secure Imua's efforts to become a fully sustainable non-profit organization. In addition, the new property will be a place that welcomes the wider community to explore and engage in the benefits of an outdoor environment.

The overall goal of the Imua Discovery Garden is to inspire children to learn and grow, as well as equip parents and professionals to support this process by creating a safe place where learners of all abilities can progress at their own pace. This outdoor play space will encompass natural playgrounds, botanical gardens, family picnic areas, an outdoor amphitheater, a tea garden, public restrooms, and more. The entire property will be a place where children can connect, play, learn, and thrive in an outdoor environment.

Imua's objective related to this request is to provide a basic but critical public health necessity: multiple ADA accessible restrooms for clients and visitors to utilize while on site at the Imua Discovery Garden.

Once all construction projects are completed at the Imua Discovery Garden, the campus will be open daily for the community to enjoy.

3. The public purpose and need to be served;

The purpose of the Imua Discovery Garden is to inspire children to learn and grow, equip parents and teachers to support their child's/student's progress, and to be a safe place where children of all abilities can explore and learn at their own pace. The outdoor environment that will be created will encompass nature play spaces, natural playgrounds, botanical gardens, family picnic areas, an outdoor amphitheater, outdoor meeting areas, a tea garden, public restrooms, and more. This project will ultimately help strengthen children's relationships with their families and develop/restore a sense of place and connection to nature.

As people visit the Imua Discovery Garden, having access to public restrooms will be essential. The planned restrooms on site will be ADA-accessible to accommodate those with disabilities, include infant changing stations to accommodate families with young children, and have all other necessary health and safety features.

4. Describe the target population to be served; and

The public restrooms will be available for use to all clients and visitors of the Imua Discovery Garden.

5. Describe the geographic coverage.

Imua Discovery Garden is located in the heart of historic Wailuku town on 6.09 acres. The property is easily accessible to all Maui residents and visitors.

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;

In the Spring of 2020, Imua launched its formal capital campaign while simultaneously completing the acquisition of the formerly known Yokouchi Estate; thereafter establishing the Imua Discovery Garden. The property encompasses 6.09 acres and is located in Wailuku, Maui. Imua's capital campaign manager, along with staff leadership, have raised over half of the capital campaign goal (~4M of 5.5M). Initial development and construction costs

of the Imua Discovery Garden, including the construction of the public restrooms, were considered in the overall 5.5M goal.

The feasibility study, planning, design development, independent contractor procurements, and construction documents have already been completed and several construction projects have commenced. Construction projects that have already started and been completed include the renovation and restoration of the Clinical Residence, irrigation upgrades, security upgrades, perimeter fencing, and necessary land clearing.

MC3 Architects completed the construction design for the two ADA-accessible public restrooms. Chris Hart Partners have assisted and completed permit applications, archeological surveys and landscape designs. Castaway Construction has been retained to begin construction on the restrooms in the Spring of 2023.

Executive Director, Dean Wong, has taken on the role of Project Manager and will lead the process from start to finish. He is working with a team of professionals and contractors who are ready and willing to support the different phases of the project.

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

Winter 2022 & 2023: Imua Family Services submitted a Permit to Work application and will begin to schedule construction on the public restrooms once approved.

Spring 2023: Castaway Construction will begin work on the public restrooms.

Summer 2023: Public restroom work will be completed and restrooms will be available for public use.

Disclaimer: Although there is a drafted timeline of the construction project for the Imua Discovery Garden restrooms, Imua Family Services cannot control any project interruptions due to shipping delays or labor and manufacturer shortages. There is a possibility that construction may not be completed according to the projected timeline due to uncontrollable situations. If applicable, Imua Family Services will describe/explain any project delays on the grant report.

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

Outcome measures will be represented by the scope of work in signed contracts for planning, design, and construction services rendered for the public restrooms. Professionals in these areas, as well as business and financial advisors, have

been gathered to ensure quality assurance and evaluation plans. They will provide the support and guidance needed to the Executive Director, Dean Wong, as the restroom construction and continued development of the property take place. A maintenance plan will also be created to ensure deferred maintenance does not become an issue in years ahead. Regular meetings and/or communications, as well as site visits, will be scheduled with all professionals involved in the planning and construction of the restrooms. Budget and schedule reviews will consistently take place 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.

Signed contracts for planning, design, and construction services rendered for the public restrooms, along with site visits and photos, will be provided to act as a standard of measure as an effective way to assess the accomplishment of this grant-in-aid request.

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)
 - 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 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
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450,000				
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- The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

Alexander & Baldwin	Makana Aloha Foundation
Atherton Family Foundation	McInerney Foundation
Bendon Family Foundation	O.L. Moore Fund
Clarence T.C. Ching Foundation	Prouty Family Giving Fund
Clyde & Nancy Matsui – Charitable Asset for Education	Rainbow Sparkle Fund
Cooke Foundation	Roddenberry Foundation
County of Maui	Root Family Fund
Education – Under the Monkeypod	Roy and Lorraine Okumura Foundation
Fred Baldwin Memorial	Stable Road Foundation
Healy Foundation	Wanderlust Fund
Kamehameha Schools	Will Smith Foundation
Louise Neuhoff Charitable Foundation	

- 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 Discovery Garden.

- 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 2024 for program funding.

See attached Appendix G.

- The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.

The balance of Imua Family Services unrestricted assets as of December 3, 2022 is: \$9,394,061.

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 its leadership team to support the growth of the Imua Discovery Garden. Leadership with a background in property management, landscaping design, and construction are all prepared to execute this expansion effectively. As previously stated, Imua has contracted MC3 Architects, Christ Hart Partners, and Castaway Construction to complete the building of the two ADA-accessible public restrooms at the Imua Discovery Garden.

Executive Director, Dean Wong, has been with Imua Family Services for over a decade and successfully ran a capital campaign in the past while taking on the role of Project Manager for the planning, design, and construction of Imua's Kahului office. Imua Family Services and Easter Seals Hawaii negotiated an agreement and implemented initial planning for the development of a new 10,000+ sqft. 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 of Maui Land & Pineapple, and the new construction of a two-story steel-framed building utilizing the existing foundation and structural support systems of the original. 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 could be completed and the facility ready for occupancy, in 3-6 months. A capital campaign was launched and this was successfully completed in 2015 under Executive Director Dean Wong's 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.

The Imua Family Services Early Childhood Development Center in Kahului was completed in April 2015. This building houses Imua's offices and most of the agency's center-based therapy rooms and activities. A West Maui Family Center office was opened in 2017 in order to assist therapists and families who live on Maui's west side, eliminating the obstacle of a long commute to town. A third Imua office was opened at the Molokai Community Health Center so that all of Imua's comprehensive services could be offered to children and families on Molokai.

In the Spring of 2020, Imua acquired the 6.09-acre Imua Discovery Garden in Wailuku. This is the property in which Imua Family Services is requesting funds for two ADA-accessible public restrooms to be constructed on.

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’ leadership team is in place to support the development and growth of the Imua Discovery Garden, including the construction of the public restrooms. In addition to hired contractors, leadership staff with backgrounds in property management, project development, and finances are all prepared to execute this construction project effectively.

Executive Director, Dean Wong, has experience as a successful Project Manager. Imua’s Managing Director of Finance has consistently managed the agency’s financials for over 10 years and will continue to oversee the budget of property development and advise accordingly. Imua’s Grants Specialist will manage the requests and organization of state, federal, and private grants for the agency.

All staff are in place, and as expansion occurs, additional hires may be brought on and appropriately trained.

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 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	\$137,739.16
Managing Director of Clinical Services	\$125,624.20
Managing Director of Finance	\$84,261.06

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.

Not Applicable.

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 funds will support the construction of two ADA-accessible restrooms on the Imua Discovery Garden campus and be owned by Imua Family Services.

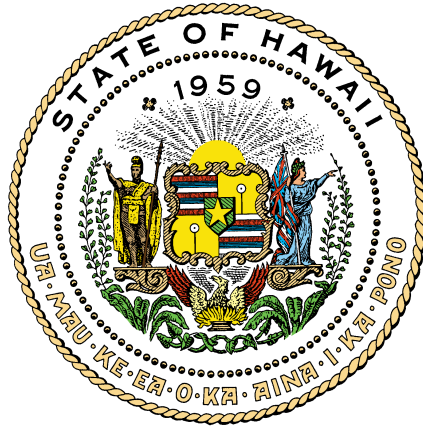
4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2023-24, but
- (b) Not received by the applicant thereafter.

Because this grant is a one-time capital request to complete the ADA accessible public restrooms on the Imua Discovery Garden property, no additional funds will be needed for future sustainability. Ongoing maintenance expenses for the restrooms will be budgeted into Imua's annual operating budget moving forward.

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 18, 2023

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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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)

 January 18, 2023
(Signature) (Date)

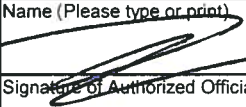
Dean Wong Executive Director
(Typed Name) (Title)

Appendix C
Budget Request by Source of Funds

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

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)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
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				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	450,000	0	0	1,878,481
TOTAL (A+B+C+D+E)				
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	450,000	Joanna Tomchak	808.244.7467	
(b) Total Federal Funds Requested	0	Name (Please type or print)	Phone	
(c) Total County Funds Requested	0		01-18-2023	
(d) Total Private/Other Funds Requested	1,878,481		Signature of Authorized Official	Date
TOTAL BUDGET	2,328,481	Dean Wong, Executive Director		
		Name and Title (Please type or print)		

Appendix D

Personnel Salaries and Wages

Appendix E

Equipment and Motor Vehicles

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Imua Family Services

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

Appendix F

Capital Project Details

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

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: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
PLANS	160,000					
LAND ACQUISITION	2,115,118					
DESIGN	192,468	12,000				
CONSTRUCTION	421,933	270,000	450,000	1,878,481		
EQUIPMENT						
TOTAL:	2,889,519	282,000	450,000	1,878,481		
JUSTIFICATION/COMMENTS:						
The total construction costs include installation of gates and fencing for the property.						
Other sources of funds requested for FY 2023-2024 includes individual/corporate contributions and foundation grants.						

Appendix G
Government Contracts, Grants, and Grants in
Aid

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Imua Family Services

Contracts Total: 11,891,629

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Early intervention services-POS-Maui County	7/1/18-6/30/19	EIS	State of Hawaii	2,761,009
2	Early intervention services-FFS	7/1/18-6/30/19	EIS	State of Hawaii	unit rate billing
3	Early Childhood Development Program grant	7/1/18-6/30/19	DHHS	County of Maui	56,250
4	Imua Inclusion Preschool grant	7/1/18-6/30/19	DHHS	County of Maui	39,655
5	Teddy Bear Corner grant	7/1/18-6/30/19	DHHS	County of Maui	13,150
6	Child Restraint Program Grant	10/1/18-9/30/19	Maui Police Dept	County of Maui	5,000
7	Early intervention services-POS-Maui County	7/1/19-6/30/20	EIS	State of Hawaii	2,712,245
8	Early intervention services-FFS	7/1/19-6/30/20	EIS	State of Hawaii	unit rate billing
9	Early Childhood Development Program grant	7/1/19-6/30/20	DHHS	County of Maui	56,250
10	Imua Inclusion Preschool grant	7/1/19-6/30/20	DHHS	County of Maui	39,655
11	Teddy Bear Corner grant	7/1/19-6/30/20	DHHS	County of Maui	13,150
12	Child Restraint Program Grant	10/1/19-9/30/20	Maui Police Dept	County of Maui	5,000
13	Early intervention services-POS-Maui County	7/1/20-6/30/21	EIS	State of Hawaii	2,416,850
14	Early intervention services-FFS	7/1/20-6/30/21	EIS	State of Hawaii	unit rate billing
15	Early Childhood Development Program grant	7/1/20-6/30/21	DHHS	County of Maui	56,250
16	Imua Inclusion Preschool grant	7/1/20-6/30/21	DHHS	County of Maui	39,655
17	Teddy Bear Corner grant	7/1/20-6/30/21	DHHS	County of Maui	13,150
18	DHS Emergency Child Services Grant	3/1/20-9/30/20	DHS	State of Hawaii	13,000
19	Early intervention services-POS-Maui County	7/1/21-6/30/22	EIS	State of Hawaii	1,673,214
20	Early Childhood Development Program grant	7/1/21-6/30/22	DHHS	County of Maui	56,250
21	Imua Inclusion Preschool grant	7/1/21-6/30/22	DHHS	County of Maui	39,655
22	Teddy Bear Corner grant	7/1/21-6/30/22	DHHS	County of Maui	13,150
23	DHS-Child Care Stabilization Fund	4/12/22-3/31/23	DHS	State of Hawaii	83,500
24	DHS-Child Care Stabilization Fund	10/11/21-3/31/23	DHS	State of Hawaii	34,820
25	Early intervention services-POS-Maui County	7/1/22-6/30/23	EIS	State of Hawaii	1,424,800
26	Early Childhood Development Program grant	7/1/22-6/30/23	DHHS	County of Maui	70,000
27	Med-QUEST Program-Kokua Services	7/1/22-6/30/23	DHS Med-QUEST Division	County of Maui	255,971

Appendix H

Organization Chart

Organizational Chart

November 2021



Board of Directors

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

Managing Director of Clinical Services
Bobbie-Jo Moniz-Tadeo Ed.D, M.Ed, BA (1 FTE)

Managing Director of Finance
Joanna Tomchak, BA (1 FTE)

Managing Director of Information
Brian Nagami (1 FTE)

Managing Director of Education & Outreach
Lori de Crinis (1 FTE)

Human Resource Manager
Chris Summers (1 FTE)

Grants Specialist
Kapua Chang (1 FTE)

Community Relations Manager
Marni Rozet (1 FTE)

Special Events Facilitator
Vacant (1 FTE)

Program Supervisor
Nicki Taylor (1 FTE)

Program Support Coordinator
Ashley Minobe-Nacua (.8 FTE)

Senior Accounting Specialist
Sarah Santos (1 FTE)

Preschool Director/Supervisor
Lyn Constantino (1 FTE)

Program Support
Diane Brittain (.50 FTE)
Kelsie Kagoshima (1 FTE)
Brittany Cacayorian (1 FTE)
Wai Kauai (1 FTE)
New Position Vacant (1 FTE)

Occupational Therapists
Joni Watanabe OTR/L (1 FTE)
Stacey Teshima OTR/L (1 FTE)
Sierra McNallan OTR/L (1 FTE)

Accounting Specialist
Ashley Minobe-Nacua (.2FTE)

Preschool Teacher
Taylor Smith (1 FTE)
Riah Pula (1 FTE)
Teacher Assistant
Bailey Miller (.5 FTE)
Heather Werner (hourly on call)

Capital Campaign Chair
Patti Morton, JD (1 FTE)

Office Coordinator
Lina Krueger (1 FTE)

Care Coordinators
Vanessa Ganir, BA (1 FTE)
Julia Fishwick, LSW (1 FTE)
Jayden Almeida, MSW (1 FTE)
Kathryn Steblay, LSW (1 FTE)
Jenna Pollet, BA (1 FTE)
Hanna Piilola, BA (1 FTE)
VACANCY (2 FTE)

Melissa Echiverri, MSW
(State Position)

Speech-Language Pathologists
Adrienne Pasman CCC-SLP (1 FTE)
VACANCY (2 FTE)

Behavior Analyst, BCBA
CONTRACT POSITION

Camp & Dream Imua Coordinator
Rainelle Lushina (1 FTE)

Physical Therapists
Sarah McCloud DT, PT (1 FTE)
VACANCY (.5 FTE)

Registered Behavioral Technician
Armen Armaghanyan, RBT 1(FTE)
ADDITIONAL CONTRACT POSITIONS

Kokua Med-Quest Program
Jeeyun Lee, MSW (hourly)
Genevieve DeRego (1 FTE)
Iolani Sylvester (1 FTE)

Special Instruction Teachers
VACANCY (1 FTE)

Teacher
Caylee Whitaker, BS (1 FTE)

General Educator
Jeri Lu Heen– Molokai (.5 FTE)
Heather Rapoza, BA (1 FTE)

Newborn Hearing Screening Audiologist Screener
Dr. Mandy Santos
Diane Brittain (hourly)



COLOR KEY

Red: Board/ED

Green: Managing Directors

Yellow: Supervisors/Coordinators

Orange: Administrative Support/Direct Service Staff