



FY 2027 GRANT-IN-AID APPLICATION
STATE OF HAWAII

FY 2027 GRANT-IN-AID APPLICATION

STATE OF HAWAII

PROJECT TITLE:

Neighbor Island Assistive Technology (AT) Hub Expansion: Maui, Kauai, and Hawaii Island

APPLICANT INFORMATION:

Organization Name: Assistive Technology Resource Centers of Hawaii (ATRC)

Mailing Address: 200 N. Vineyard Blvd., Suite 430, Honolulu, HI 96817

Contact Person: Jodi Asato

Title: Executive Director

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Website: www.atrc.org

FINANCIAL SUMMARY:

Total State Funds Requested: \$166,635

Type of Request: Operating Grant

EXECUTIVE SUMMARY:

The Assistive Technology Resource Centers of Hawaii (ATRC) seeks **\$166,635** in State GIA funds to eliminate geographic barriers to independence for residents with disabilities. This project establishes three permanent "AT Hubs" at the Hilo, Kahului, and Lihue Public Libraries, equipping them with \$62,522 in specialized hardware and providing direct functional assessments via a "Hub-and-Spoke" model. This one-time capital and operational infusion ensure that Neighbor Island residents—particularly Hawaii's growing kūpuna population—receive the same level of expertise and adaptive technology as those on Oahu.

DATE OF SUBMISSION:

January 23, 2026

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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) Hawaii Compliance Express Certificate (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
 - b) Personnel salaries and wages
 - c) Equipment and motor vehicles
 - d) Capital project details
 - e) Government contracts, grants, and grants in aid
- ☒ 7) Experience and Capability
- ☒ 8) Personnel: Project Organization and Staffing


AUTHORIZED SIGNATURE

Jodi Aiko-Kuwaye Asato, Executive Director
PRINT NAME AND TITLE

01/23/2026
DATE



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: **ASSISTIVE TECHNOLOGY RESOURCE CENTERS OF HAWAII***

Issue Date: **01/20/2026**

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#: [REDACTED]

FEIN/SSN#: [REDACTED]

UI#: XXXXXX0508

DCCA FILE#: 108141

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

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

The undersigned authorized representative of the applicant certifies the following:

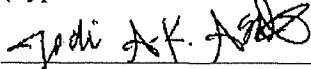
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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.

Assistive Technology Resource Centers of Hawaii

(Typed Name of Individual or Organization)


(Signature)

01/23/2026

(Date)

Jodi Aiko-Kuwaye Asato
(Typed Name)

Executive Director
(Title)

I. Certification

3. Public Purpose

The Assistive Technology Resource Centers of Hawaii (ATRC) serves as the primary gateway for assistive technology (AT) in the islands, fulfilling a vital public purpose by ensuring that residents with disabilities and Hawaii's burgeoning "kūpuna" population can remain independent, productive, and integrated in their communities.

Current State data indicates a significant service gap for residents with disabilities living outside of O'ahu. While 12% of Hawaii's population has a disability, those on the Neighbor Islands face the double burden of disability and geographic isolation. Accessing specialized AT often requires an expensive flight to Honolulu for a hands-on functional assessment, a cost that is prohibitive for most residents, particularly those in the ALICE (Asset Limited, Income Constrained, Employed) population.

Hawaii's population is aging faster than the national average, with nearly 1 in 4 residents expected to be over the age of 65 by 2030. Assistive technology is the primary intervention that prevents premature institutionalization in expensive State-funded nursing facilities. By providing functional assessments and technical integration, ATRC helps residents "age in place".

This project serves the public interest by significantly reducing the long-term cost of State-funded care.

- **Cost-Avoidance:** The average cost of one year in a skilled nursing facility in Hawaii exceeds \$150,000.
- **Economic Impact:** For the cost of this entire grant request (**\$166,635**), ATRC can provide life-changing technology and training to over 150 individuals, potentially saving the State millions in Medicaid and long-term care expenditures.
- **Workforce Participation:** This grant supports economic independence by equipping students and employees with the AT needed to meet educational and vocational standards, reducing long-term reliance on State disability benefits.

The **\$12,000 inter-island travel budget** ensures that geographic location no longer dictates a person's ability to communicate, move, or work. This grant transforms ATRC into a truly Statewide partner, providing the same high-level AT expertise and **\$62,522** in specialized AT devices to Hilo, Kahului, and Lihue as it currently provides to Honolulu.

II. Background and Summary

1. Applicant Background

The Assistive Technology Resource Centers of Hawaii (ATRC) is a 501(c)(3) nonprofit organization Hawaii's designated implementing agency for the Assistive Technology (AT) Act since 1991. For over 30 years, ATRC has connected individuals with disabilities to essential technologies that support independence in communication, mobility, learning, and daily living. ATRC provides comprehensive services—including device demonstrations, short-term loans, technical assistance, and community training—bridging the gap between disability and capability for residents Statewide.

2. Goals and Objectives: Neighbor Island AT Hub Expansion

The primary goal of this project is to eliminate geographic barriers to independence by establishing three permanent "AT Hubs"—a mobile and localized service model that brings functional expertise and \$62,522 in specialized hardware directly to underserved neighbor island communities on the islands of Maui, Kaua'i, and Hawaii Island. ATRC will partner with the Hawaii State Public Library System (HSPLS) as they were strategically chosen to meet ADA compliance and are near to the public transportation system.

- **Objective 1:** Deliver specialized assistive technology assessments for 150+ residents across the lifespan, ensuring rural residents receive the same level of care as those on O'ahu.
- **Objective 2:** Increase Neighbor Island utilization served of ATRC's lending library by 40% within the first year.
- **Objective 3:** Install and launch fully equipped AT Hubs at Kahului, Lihue, and Hilo Public Libraries by Q2.
- **Objective 4:** Train at least 25 library staff and community partners using a competency-based "Train-the-Trainer" model.
- **Objective 5:** Achieve an 85% functional goal success rate through post-service surveys.

3. Public Purpose and Need to be Served

The Assistive Technology Resource Centers of Hawaii (ATRC) serves as the State's primary resource for assistive technology (AT), addressing a critical gap in Hawaii's social safety net. This grant fulfills a vital public purpose by ensuring that Hawaii's residents with disabilities and the rapidly increasing kūpuna population can remain independent, productive, and integrated in their communities. Current State data indicates a significant service gap for residents with disabilities living outside of O'ahu. While 12% of Hawaii's population has a disability, those on the Neighbor Islands face the double burden of disability and geographic isolation.

- **The Problem:** Accessing AT often requires a flight to Honolulu for a hands-on assessment, which is cost-prohibitive for many. Hawaii's population is aging faster than the national average. By 2030, nearly 1 in 4 residents will be over the age of 65. Assistive technology is the primary tool that prevents premature institutionalization in expensive State-funded nursing facilities.
- **Public Purpose:** This project serves the public interest by reducing the long-term cost of State care. By providing AT that supports "Aging in Place" and Workforce Participation, this expansion reduces the State's financial burden for institutionalized nursing care and increases the economic independence of its citizens. By providing functional assessments and technical integration, ATRC helps residents "age in place." The cost of one year in a skilled nursing facility in Hawaii averages over \$150,000. For the cost of this entire grant of \$166,635, ATRC can provide life-changing technology and training to over 100 individuals, potentially saving the State millions in long-term care and Medicaid expenditures.

Residents on Maui, Kaua'i, and the Big Island face significant barriers to specialized care. The \$12,000 travel budget ensures that geographic location does not dictate a person's ability to communicate, move, or work. This grant transforms ATRC from an O'ahu-centric resource into a truly Statewide partner, providing the same high-level AT expertise to Hilo and Hanalei as it does to Honolulu.

This grant will also support workforce and education by equipping students and employees with AT to ensure they can meet the same educational and vocational standards as their peers, reducing the long-term reliance on State disability benefits.

4. Target Population to be Served

The project targets individuals of all ages with disabilities, including:

- Kūpuna (Seniors): Seeking to maintain independence and safety at home.
- Students: Requiring AT for educational equity.
- Working-Age Adults: Seeking to enter or remain in the workforce.
- Caregivers and Professionals: Who require training to better support their clients or loved ones.
- Priority outreach will be placed on serving those in the ALICE (Asset Limited, Income Constrained, Employed) population and Native Hawaiian communities, who historically face the highest rates of disability and economic hardship in the State.

5. Geographic Coverage

While ATRC remains headquartered in Honolulu, this grant specifically funds expansion into the following areas:

- **Maui County:** (Maui, Molokai, and Lanai)
- **Kaua'i County:** (Kaua'i and Niihau)
- **Hawaii County:** (East and West Hawaii Island) The expansion aims to ensure that a resident in Hana, Waimea, or Hanalei has the same access to life-changing technology as a resident in Honolulu.

III. Service Summary and Outcomes

1. Scope of work, tasks, and responsibilities

ATRC will expand assistive technology (AT) access to the Neighbor Islands through a "Hub-and Spoke" model in partnership with the Hawaii State Public Library System (HSPLS).

- **ATRC Administration:** Oversight of grant compliance, Memorandum of Understanding (MOU) finalization with HSPLS, and procurement of AT demonstration kits.
- **ATRC Staff:** Certified OT Professional will conduct on-island demonstrations, remote tele-assessments, and "Train-the-Trainer" sessions for library staff.
- **HSPLS Partners:** Provision of ADA-accessible space, secure equipment storage, and onsite coordination for resident appointments.
- **Outreach Coordinator:** Implementation of a Statewide marketing campaign targeting rural Neighbor Island communities (Hana, Hilo, Waimea, Lihue).

2. Projected Annual Timeline

- **Q1 (July - Sept 2026):** Finalize MOU with HSPLS; Assign Neighbor Island Outreach Liaison; Procure three (3) standardized AT Demonstration Kits.
- **Q2 (Oct - Dec 2026):** Conduct "Train-the-Trainer" sessions for library staff; Install and secure AT devices at each AT Hub location; Launch "Digital Literacy" pilot training.
- **Q3 (Jan - March 2027):** Launch monthly "AT Demo Days" at Maui, Kaua'i , and Hawaii Island library AT Hubs; Begin full-scale equipment loan program.
- **Q4 (April - June 2027):** Evaluate performance metrics; Conduct Statewide stakeholder feedback symposium; Finalize sustainability transition plan for FY2028.

3. Quality Assurance and Evaluation Plans

ATRC ensures service excellence through a multi-tiered monitoring system:

- **Monitoring:** Monthly reviews of the AT Lending Library database to track device rotation, sanitization logs, and repair needs.
- **Evaluation:** Post-service surveys for every participant to measure "Functional Goal Attainment" (e.g., increased independence in daily living).
- **Improvement:** A quarterly Quality Improvement (QI) committee will review service gaps or underperforming AT Hubs and reallocate outreach resources or equipment accordingly.

4. Measures of Effectiveness

ATRC will report the following objective standards to the expending State Agency.

1. **Service Volume:** Provide 150+ specialized AT assessments for Neighbor Island residents (verified via intake logs).
2. **Equipment Access:** Increase lending library circulation on Maui, Kaua'i , and Hawaii Island by 40% (verified via inventory database)
3. **Capacity Building:** Train 25 library staff/partners in "AT Basics" to ensure local support (verified by attendance records).
4. **Functional Impact:** 85% of clients report meeting their primary goal for independence (verified via 6-month post-service surveys).
5. **Fiscal Return on Investment (ROI):** Document at least one instance of "Nursing Facility Diversion," representing a \$166,635+ cost-avoidance for the State.

METRIC	Current State	Project Goal (Statewide)
Service Volume	50+	150+
Equipment Access	20%	40%
Capacity Building	10	25+ Library/Community Partners
Functional Impact	75%	85% Goal Attainment
ROI	0	1

IV. Financial

1. Budget

- a. Budget request by source of funds) – Refer to page #9
- b. Personnel salaries and wages – Refer to page #10
- c. Equipment and motor vehicles – Refer to page #11
- d. Capital project details (Not Applicable) – Refer to page #12
- e. Government contracts, grants, and grants in aid – Refer to page #13

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: Assistive Technology Resource Centers 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)
A. PERSONNEL COST				
1. Salaries	69,000	161,000		
2. Payroll Taxes & Assessments	7,983	18,628		
3. Fringe Benefits	11,130	25,969		
TOTAL PERSONNEL COST	88,113	205,597		
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	12,000	12,000		
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training	2,000	2,500		
6. Supplies		5,000		
7. Telecommunication	2,000	2,500		
8. Utilities				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	16,000	22,000		
C. EQUIPMENT PURCHASES	62,522	10,000		25,000
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	166,635	237,597		25,000
SOURCES OF FUNDING		Budget Prepared By: (a) Total State Funds Requested (b) Total Federal Funds Requested (c) Total County Funds Requested (d) Total Private/Other Funds Requested <i>Jodi Asato</i> Name (Please type or print) <i>Jodi Asato</i> Signature of Authorized Official <i>Jodi Asato, Executive Director</i> Name and Title (Please type or print) Phone <i>(808) 932-7112</i> Date <i>1/27/26</i>		
TOTAL BUDGET	429,232			

Period: July 1, 2026 to June 30, 2027

POSITION TITLE		FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director		1	\$115,000.00	10.00%	\$ 11,500.00
Program Manager		1	\$80,000.00	0.00%	\$ -
Assistive Technology Manager		1	\$65,000.00	50.00%	\$ 32,500.00
Assistive Technology Specialist		1	\$50,000.00	50.00%	\$ 25,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
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					\$ -
					\$ -
					\$ -
					\$ -
TOTAL:					69,000.00

Application for Grants

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2026 to June 30, 2027

Applicant: <u>ATRC of Hawaii</u>						
DESCRIPTION		NO. OF	COST PER	TOTAL	TOTAL	
EQUIPMENT		ITEMS	ITEM (Avg)	COST	BUDGETED	
Daily Living AT		28	\$469.00	\$ 13,132.00		
Vision & Sensory Access		11	\$1,420.00	\$ 15,620.00		
Hearing & Alert Systems		16	\$820.00	\$ 13,120.00		
Environmental Control Units Augmentative Communication		14	\$1,475.00	\$ 20,650.00		
				\$ -		
TOTAL:		69		\$ 62,522.00		
JUSTIFICATION/COMMENTS:						
DESCRIPTION		NO. OF	COST PER	TOTAL	TOTAL	
OF MOTOR VEHICLE		VEHICLES	VEHICLE	COST	BUDGETED	
				\$ -		
				\$ -		
				\$ -		
				\$ -		
				\$ -		
TOTAL:						
JUSTIFICATION/COMMENTS:						
Vision (\$15,620): Visual impairment often leads to social isolation. These 11 high-tech magnification tools allow students to read classroom materials and seniors to manage their own mail and finances. Hearing (\$13,120): These 16 alert and audio systems ensure safety and communication access. The visual/tactile smoke alerts are particularly critical for the safety of deaf and hard-of-hearing residents living alone. ECU & Communication (\$20,650): These 14 high tier units allow individuals with limited mobility to control their home environment and communicate through eye-gaze or touch-sensitive software. This is the most critical category for preventing premature institutionalization. Daily Living (\$3,104): This category focuses on "Aging in Place" for Hawaii seniors. By providing 28 items ranging from automated dispensers to safety alerts, ATRC reduces the risk of home accidents and medication errors.						

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2026 to June 30, 2027

Applicant: Assistive Technology Resource Cen

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:2024-2025	FY:2025-2026	FY:2026-2027	FY:2026-2027	FY:2027-2028	FY:2028-2029
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT	\$25,000.00	\$25,000.00	\$62,522.00	\$ 25,000.00	\$25,000.00	\$25,000.00
TOTAL:	\$25,000.00	\$25,000.00	\$62,522.00	\$ 25,000.00	\$25,000.00	\$25,000.00
JUSTIFICATION/COMMENTS: Funds will procure 69 itemized assistive technology pieces to establish three permanent AT Hubs on Maui, Kauai, and Hawaii Island. This one-time capital investment eliminates geographic barriers and creates a permanent state asset within the public library system.						

Application for Grants

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	State Grant of Assistive Technology	10/1/25	Division of Voc. Rehab	State	503,430
2	Rehabilitation Technology Services	8/1/25	Division of Voc. Rehab	State	100,000
3	Early Intervention Section	4/1/25	Department of Health	State	24,000
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2. Quarterly Funding Request Breakdown

Quarter 1 (July – Sept): \$53,291

- Initial equipment procurement

Quarter 2 (Oct – Dec): \$53,291

- Environmental Control Unit (ECU) and hearing equipment procurement

Quarter 3 (Jan – Mar): \$30,026

- Peak Neighbor Island travel and training

Quarter 4 (Apr – June): \$30,027

- Final follow-ups and project closeout

Quarter	Total Request	Personnel/Fringe	Equipment (AT Kits)	Travel & Operations
Q1 (Jul – Sept)	\$53,291	\$22,030	\$31,261	\$0
Q2 (Oct – Dec)	\$53,291	\$22,030	\$31,261	\$0
Q3 (Jan – Mar)	\$30,026	\$22,026	\$0	\$8,000
Q4 (Apr – Jun)	\$30,027	\$22,027	\$0	\$8,000
ANNUAL TOTAL	\$166,635	\$88,113	\$62,522	\$16,000

Budget Alignment Details

1. Personnel Cost (\$88,113): This total includes the \$69,000 in base salaries for the State-funded portion of our team (Executive Director, AT Manager (Licensed OT), and AT Specialist) allocated for mandatory payroll taxes (\$7,983) and fringe benefits (\$11,130). This supports the lean 10% administrative overhead mentioned in our narrative.
2. Equipment Purchases (\$62,522): This aligns with line 30 of the budget request by source of funds and allows for the procurement of the 69 itemized pieces for the Maui, Kaua'i, and Hawaii Island AT hubs. This is a one-time capital investment that creates a permanent infrastructure at the libraries and will reduce the need for future State funding for the hardware.
3. Other Current Expenses (\$16,000): This covers the \$12,000 in inter-island airfare for the 20 planned trips, plus \$2,000 for staff training and \$2,000 for telecommunications/data for the mobile assessment kits.

3. List of Seeking Funding Sources - FY 2027

- Visitor Industry Charity Walk
- Department of Health, Early Intervention Section
- Division of Vocational Rehabilitation, Rehabilitation Technology Services
- Administration of Community Living, Assistive Technology Alternative Financing Program
- Laurence H. Dorcy Foundation

4. List of State and federal tax credits, 2022 – 2025

Not Applicable - The Assistive Technology Resource Centers of Hawaii (ATRC) is a 501(c)(3) tax-exempt nonprofit organization. As such, it does not pay State or federal income taxes and has not claimed any specific income tax credits in the past three years. ATRC maintains its tax-exempt status and compliance with all State and federal filing requirements, including IRS Form 990.

V. Experience and Capability

1. Necessary Skills and Experience

The Assistive Technology Resource Centers of Hawaii (ATRC) possesses the specialized technical expertise required to bridge the gap between disability and independence. Our staff maintains a high level of proficiency in AT assessments, device customization, and digital accessibility standards. We excel in translating complex technical specifications into functional solutions for users with diverse physical, sensory, and cognitive challenges. Beyond technical skill, our team is adept at Statewide program coordination, navigating the nuances of Hawaii's diverse geographic and socioeconomic landscape to ensure service delivery is both culturally competent and logistically sound.

ATRC holds a comprehensive knowledge base of the Assistive Technology (AT) Act and federal mandates including the Americans with Disabilities Act (ADA) and Section 508 compliance. We maintain an up-to-date inventory of the latest advancements in the field, from low-tech mobility aids to high-tech software like screen readers, eye-gaze systems, and voice-to-text applications. Our deep understanding of the local Hawaii landscape—including the specific needs of our rural communities and kūpuna populations—allows us to tailor our outreach and training to be most effective within our island State.

With over 30 years of service as Hawaii's designated agency for assistive technology, ATRC has a proven track record of managing State and federal funds with the highest levels of transparency and impact. We have successfully operated the Statewide AT Device Loan Program, allowing residents to "try before they buy," which significantly reduces the abandonment rate of expensive equipment. Our experience includes long-standing partnerships with the Hawaii State Public Library System, the Department of Education, the Division of Vocational Rehabilitation, the Veteran Affairs, the Elderly Affairs Division proving our ability to integrate AT services into the broader framework of Hawaii's social, educational, and aging infrastructure. Our ongoing collaboration with State Librarian Stacey Aldrich ensures that our AT initiatives are integrated into the State's broader Five-Year LSTA (Library Services and Technology Act) Plan.

2. Facilities

To ensure that AT is not a resource exclusive to O'ahu, ATRC implements a robust Neighbor Island Outreach Plan. Recognizing that a single physical office cannot serve the entire State, our plan focuses on mobile delivery and local access points. ATRC will utilize the following regional library AT

Hubs to serve as the primary "Access Points" for device demonstrations, training, and equipment pick-up/drop-off:

Island	Primary Library AT Hubs	Outreach Function
Maui	Kahului Public Library	Centralized hub for the Valley Isle, providing accessible meeting spaces for ATRC's mobile assessment team, training workshops, device rotation, and equipment demonstration.
Kaua'i	Lihue Public Library	Centralized hub for the Garden Isle, providing accessible meeting spaces for ATRC's mobile assessment team, training workshops, device rotation, and equipment demonstration.
Hawaii	Hilo Public Library	Centralized hub for the Big Island, providing accessible meeting spaces for ATRC's mobile assessment team, training workshops, device rotation, and equipment demonstration.

By designating these specific Regional AT Hubs on Maui, Kaua'i, and the Hawaii Island, ATRC ensures that residents on these Neighbor Islands receive the same high-quality, hands-on experience as those on O'ahu. Each hub is selected based on its ADA compliance, proximity to public transportation, and high volume of community traffic. This network allows ATRC to maximize the reach of the State's investment, transforming local libraries into specialized gateways for assistive technology.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

ATRC utilizes a multidisciplinary team approach designed to address the diverse needs of Hawaii's residents from birth through end-of-life.

- **Staffing Pattern:** The project is anchored by a three-tier structure: Administrative Leadership (Executive Director), AT Oversight (AT Manager/OT), and Technical Implementation (AT Specialist). This ensures that every request is vetted for fiscal compliance, functional necessity, and technical feasibility.
- **Service Capacity:** This team configuration allows ATRC to provide a continuum of care that includes:
 - **Educational Support:** Adapting tools for classroom participation and developmental milestones.
 - **Vocational Rehabilitation:** Implementing workstation modifications for adults entering or returning to the workforce.
 - **Independent Living:** Deploying environmental control units (ECUs) and mobility aids for all ages.

The following are the personnel qualifications and experience to effectively manage the proposed project:

- Executive Director: A nonprofit administrator with 20+ years of experience managing complex public and private grant portfolios. They provide the strategic vision and fiscal stewardship necessary to ensure the long-term viability of the request.
- AT Manager (Licensed Occupational Therapist): An expert in functional assessments and adaptive equipment. Their AT background allows for the precise matching of technology to a user's physical or cognitive abilities, ensuring that interventions promote independence across all life stages.
- AT Specialist (7 Years Experience): A veteran in direct client AT services. Their seven years of hands-on experience ensure that equipment is properly configured, maintained, and that users (and their caregivers) are fully trained on device operation.

ATRC utilizes a tiered supervision model to ensure that technical solutions align with functional goals:

- Functional Oversight: The AT Manager (Licensed OT) provides direct functional supervision to the AT Specialist. This ensures that every piece of technology integrated by the Specialist adheres to the functional assessment and the specific physical or cognitive needs of the client.
- Technical Quality Control: With 7 years of experience, the AT Specialist provides "on-the-ground" feedback to the AT Manager regarding the reliability of specific environmental control units and adaptive tools, allowing for real-time adjustments to the organization's recommended equipment list.
- Case Conferencing: The AT Manager and AT Specialist conduct weekly case reviews to track client progress through the pipeline (Assessment → Integration → Training), ensuring no client experiences a gap in service.

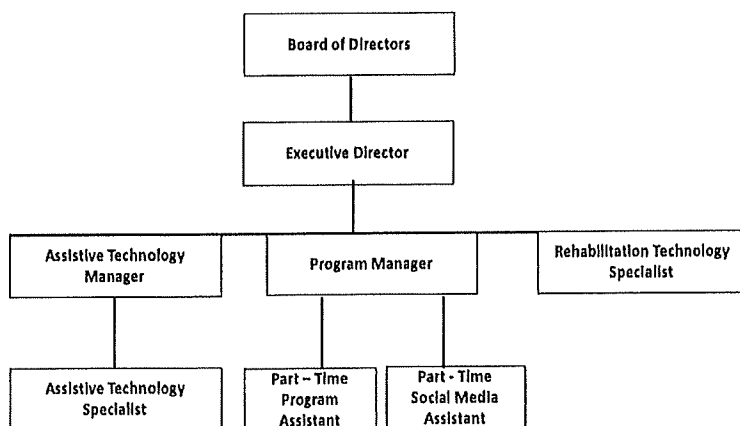
To maintain expertise across the lifespan, ATRC implements a continuous learning schedule:

- Cross-Disability Training: Staff participate in monthly training modules focused on different life stages, such as Augmentative and Alternative Communication (AAC) for youth and Environmental Control Units (ECUs) for seniors.
- Competency-Based Instruction: The AT Manager facilitates quarterly Skills Checkoffs where the AT Specialist demonstrates mastery of new hardware. This ensures that when we train a client, our staff is already an expert in that specific device.
- Regulatory Compliance: The Executive Director leads bi-annual training on HIPAA compliance, data security, and State GIA reporting requirements to protect client privacy and grant integrity.

The Executive Director provides the overarching administrative direction necessary for the viability of the grant:

- **Fiscal Stewardship:** Using over 20 years of experience, the ED manages the personnel budget, ensuring all expenditures are documented, audited, and aligned with State of Hawaii procurement guidelines.
- **Performance Monitoring:** The ED utilizes a digital dashboard to monitor the 1.0 FTE Specialist and 0.50 FTE Manager. This system tracks "Time-to-Service" and "Functional Outcome Scores," allowing the ED to reallocate resources if a bottleneck occurs in any specific age demographic.
- **Reporting:** The ED serves as the primary point of contact for the State, translating functional and technical data into comprehensive quarterly reports that demonstrate the grant's impact on Hawaii's community.
- The cost-to-service ratio in this budget is highly favorable. By utilizing the AT Manager (OT) for specialized functional evaluations and the AT Specialist for full-time implementation and training, the program maximizes "direct service" dollars.
- The administrative overhead is kept at a minimal 10% (0.10 FTE), ensuring that the vast majority of the State's funds are utilized for front-line services that promote independence and functional mastery for Hawaii's residents of all ages.

2. Organizational Chart



The Assistive Technology Resource Centers of Hawaii (ATRC) maintains a lean, highly specialized structure designed for maximum service output and Statewide reach.

1. Board of Directors (Governance)

The ATRC Board of Directors, comprised of community leaders and stakeholders in the disability community, provides ultimate fiduciary and strategic oversight. The Board meets

monthly to review fiscal reports and ensure that GIA funds are used strictly for their intended public purpose.

2. Executive Director (Administrative Direction - 0.10 FTE)

Reports directly to the Board, the Executive Director (ED) is responsible for the overall viability of the project.

- **Fiscal Stewardship:** Monitors the \$166,635 budget and ensures all \$62,522 in equipment purchases follow State procurement guidelines.
- **Contract Compliance:** Serves as the primary point of contact for the State expending agency (e.g., Department of Health or Office of Community Services).

3. AT Manager - Licensed OT (Assistive Technology Functional Oversight - 0.50 FTE)

Reports to the ED, the AT Manager ensures the functional integrity of the project.

- **Special Qualifications:** As a Licensed Occupational Therapist, this position reviews all functional assessments to ensure equipment matches the client's functional needs.
- **Supervision:** Provides functional guidance to the AT Specialist during complex neighbor island cases.

4. AT Specialist (Technical Operations - 1.0 FTE)

Reports to the AT Manager, the AT Specialist is the "boots on the ground" for the Neighbor Island AT Hubs.

- **Statewide Implementation:** Executes all 20 neighbor island trips and manages the localized "Hub" inventory.
- **Technical Integration:** Leads the installation and training for the 69 itemized equipment pieces, ensuring clients can use their technology independently.

Functional Reporting Lines

Oversight Type	Responsible Party	Verification Method
Fiduciary/Legal	Board of Directors	Annual Audit & Board Minutes
Administrative	Executive Director	Quarterly GIA Financial Reports
Functional/Ethics	AT Manager (OT)	Assessment Approval & License Verification
Operational/Field	AT Specialist	Travel Logs & Equipment Receipt Signoffs

This structure ensures that no GIA funds are spent in a vacuum. The 1.0 FTE AT Specialist is always supported by a Licensed Clinician (OT) for safety and an Experienced Administrator (ED) for fiscal compliance. This "triple-check" system makes ATRC a low-risk, high-impact partner for the State of Hawaii.

3. Compensation

Pursuant to the application requirements, the following table discloses the annual salary ranges for the three highest-paid positions within the organization:

Position Title	Annual Salary / Range	Role in This Request
Executive Director	\$115,000	Administrative Direction & Fiscal Oversight
* Program Manager	\$80,000	Grant Compliance & Strategic Coordination
Assistive Technology Manager	\$65,000	Functional Oversight (Licensed OT)

The salaries listed above are established by the ATRC Board of Directors and are based on periodic market analyses of nonprofit organizations in the State of Hawaii. These figures reflect the high level of specialized expertise required for these roles—specifically in the areas of federal/State grant compliance (Executive Director), multi-program coordination (Program Manager), and functional expertise in assistive technology and occupational therapy (AT Manager). Ensuring competitive compensation for these key leadership roles allows ATRC to maintain the stable, experienced team necessary to execute the proposed services successfully.

* Note: The Program Manager is listed as one of the three highest-paid employees but is not drawing a salary from this specific grant request, demonstrating ATRC's internal capacity to support the project.

VII. Other

1. Litigation

Not Applicable - As of January 23, 2026, the Assistive Technology Resource Centers of Hawaii (ATRC) hereby discloses that it is not currently involved in any pending litigation. Additionally, there are no outstanding judgments or liens against the organization or its assets. ATRC remains in good standing and is fully compliant with all State and federal regulations.

2. Licensure or Accreditation

ATRC is uniquely qualified as a specialized center for Assistive Technology in Hawaii. Unlike general healthcare providers, ATRC's sole mission is the provision of AT across the lifespan. This specialized focus acts as a professional accreditation of our capacity to handle the most complex disability-related technology needs in the State.

Summary Table of Qualifications

Role	Key Qualification / License	Relevant Impact
AT Manager	Licensed Occupational Therapist	Ensures functional validity of functional assessments.
AT Specialist	7 Years Direct AT Service Experience	Ensures expert technical integration & training.
Executive Director	20+ Years Grant Management Experience	Ensures 100% administrative & fiscal compliance.
Organization	501(c)(3) in Good Standing	Ensures organizational stability and viability.

3. Private Educational Institutions

The funds requested in this grant will not be used to support or benefit any sectarian or non-sectarian private educational institution. The Assistive Technology Resource Centers of Hawaii (ATRC) provides services directly to individuals across the lifespan. Any assistive technology training or assessments provided to students are based on the individual's functional needs and are intended to promote personal independence and access, rather than to provide administrative or financial support to a specific educational institution.

4. Future Sustainability Plan

ATRC will leverage its status as the State's designated lead agency for the Assistive Technology (AT) Act to integrate the new Neighbor Island AT Hubs into its core federal reporting and funding structures. By establishing these AT Hubs, ATRC creates a permanent infrastructure that qualifies for ongoing support through:

- The AT Act (ACL Funding): Utilizing federal Administration for Community Living funds to support the continued maintenance of the lending library and technical assistance.
- DVR and DOH Partnerships: Transitioning specific assessment costs to fee-for-service models via existing partnerships with the Division of Vocational Rehabilitation and the Department of Health.

The "Hub-and-Spoke" model with the Hawaii State Public Library System (HSPLS) is designed for low-cost longevity.

- Reduced Overhead: By utilizing existing ADA-accessible library spaces and secure storage, ATRC eliminates the need for expensive satellite office leases on Maui, Kaua'i, and the Big Island.

- Library Staff Capacity: The "Train-the-Trainer" sessions conducted during the grant period ensure that library staff can provide basic guidance and facilitate equipment loans independently of ATRC travel schedules.

ATRC is actively seeking and maintaining diverse funding sources to ensure the \$166,635 project cost is supported in future fiscal years:

- Philanthropic Support: Continued engagement with the Laurence H. Dorcy Foundation and the Visitor Industry Charity Walk to fund hardware upgrades and community outreach.
- Tele-Assessment Efficiency: By Q4 of the grant, ATRC will have refined its remote tele-assessment protocols, allowing the AT Manager to serve neighbor island residents with significantly reduced travel expenses.

By utilizing the \$166,635 in State GIA funds to seed the Neighbor Island AT Hubs, ATRC establishes a sustainable model. Future costs will be absorbed by federal AT Act funds and fee-for-service contracts with the DVR, ensuring these AT Hubs remain a permanent fixture of Hawaii's disability support network.

JOSH B. GREEN, M.D.
GOVERNOR
KE KIA'ĀINA

SYLVIA LUKE
LIEUTENANT GOVERNOR
KE KE'ENA O KA HOPE KIA'ĀINA



STACEY A. ALDRICH
STATE LIBRARIAN
KE PO'O HALE WAIHONA PUKE MOKU'ĀINA

STATE OF HAWAII
HAWAII STATE PUBLIC LIBRARY SYSTEM
'OIHANA HALE WAIHONA PUKE AUPUNI O KA MOKU'ĀINA O HAWAII
OFFICE OF THE STATE LIBRARIAN
44 MERCHANT STREET
HONOLULU, HAWAII 96813
(808) 586-3704

January 23, 2026

The Honorable Chris Todd, Chair
House Committee on Finance
The Honorable Donovan Dela Cruz, Chair
Senate Committee on Senate Ways and Means
Hawaii'i State Capitol
Honolulu, Hawaii 96813

Dear Chairs and Committee Members:

SUBJECT: Letter of Support for Assistive Technology Resource Centers
of Hawaii'i (ATRC) – FY 2027 Grant-In-Aid Application

On behalf of the Hawaii'i State Public Library System (HSPLS), I am writing to express my strong support for the Assistive Technology Resource Centers of Hawaii'i (ATRC) and its FY 2027 Grant-in-Aid application for the Neighbor Island AT Hub Expansion. ATRC serves a vital role in our community by ensuring that individuals of all abilities have the tools and training necessary to live, learn, and work independently.

Public libraries are community hubs for access across Hawaii'i, and HSPLS is committed to ensuring these spaces are welcoming and accessible for all residents. ATRC has been a vital partner in this mission for over 30 years. The proposed project directly supports our broader Five-Year LSTA (Library Services and Technology Act) Plan by transforming our libraries into specialized gateways for independence.

Through this partnership, HSPLS will provide:

- **Dedicated Regional Access Points:** We have identified the **Kahului, Lihue, and Hilo Public Libraries** as permanent "AT Hubs" due to their ADA compliance and central locations.
- **Resource Integration:** Our staff will participate in "Train-the-Trainer" sessions, allowing us to facilitate basic equipment loans and provide onsite troubleshooting for residents.
- **Safe Infrastructure:** We are prepared to provide secure storage for the **\$62,522** in specialized hardware requested in this grant, ensuring these public assets are protected and accessible.

The Honorable Chris Todd
The Honorable Donovan Dela Cruz
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This project addresses a critical geographic service gap. Currently, neighbor island residents often face the "double burden" of disability and isolation. By embedding ATRC's functional expertise and adaptive tools within our public libraries, we can ensure equitable access statewide – so that a resident in Hilo or Hanalei has the same opportunity to benefit from life-changing technology as a resident in Honolulu.

The proposed hub-and-spoke model is both fiscally responsible and strategically sound. It leverages existing public infrastructure, eliminates the need for additional leased office space, and ensures that state funds are directed where they make the greatest impact: frontline equipment, training, and direct services to residents.

HSPLS strongly urges your favorable consideration of ATRC's request. Together, we can build a more accessible Hawai'i - supporting students, strengthening our workforce, and honoring our cherished kūpuna - so that no resident is left behind due to a lack of accessible technology.

With warmest aloha,

A handwritten signature in black ink, appearing to read "Stacey A. Aldrich", with a stylized flourish at the end.

Stacey A. Aldrich
State Librarian

JOSH GREEN, M.D.
GOVERNOR
KE KIA'ĀINA



STATE OF HAWAII
KA MOKU'ĀINA O HAWAI'I
DEPARTMENT OF HUMAN SERVICES
KA 'OIHANA MĀLAMA LAWE LAWE KANAKA
Division of Vocational Rehabilitation
1010 Richards Street, Room 217
Honolulu, Hawai'i 96813

CATHY BETTS
DIRECTOR
KA LUNA HO'OKELE

JOSEPH CAMPOS II
DEPUTY DIRECTOR
KA HOPE LUNA HO'OKELE

TRISTA SPEER
DEPUTY DIRECTOR
KA HOPE LUNA HO'OKELE

DVR 26-001

January 23, 2026

The Honorable Chris Todd, Chair House Committee on Finance
The Honorable Donovan Dela Cruz, Chair Senate Committee on Senate Ways and Means
Hawai'i State Capitol
415 South Beretania Street
Honolulu, HI 96813

**RE: Letter of Support for Assistive Technology Resource Centers of Hawai'i (ATRC) – FY 2027
Grant-In-Aid Application**

Dear Chairs and Committee Members,

The Division of Vocational Rehabilitation (DVR) is pleased to express its strong support for the Assistive Technology Resource Centers of Hawaii (ATRC) and their Grant-in-Aid (GIA) proposal to expand Assistive Technology (AT) Hubs to the Neighbor Islands.

As the state agency charged with assisting individuals with disabilities to prepare for, obtain, retain and advance in competitive integrated employment, DVR relies extensively on ATRC's specialized expertise. Access to appropriate assistive technology is frequently the determining factor in whether an individual can successfully enter the workforce, advance in their career, or achieve educational and economic parity. ATRC consistently delivers high-quality, individualized solutions that directly support these outcomes.

DVR clients residing on the Neighbor Islands currently face significant barriers to timely AT services. Requiring individuals from Hawai'i Island, Kaua'i, or Maui to travel to O'ahu for comprehensive AT assessments is often cost-prohibitive, creates undue hardship, and can delay vocational progress by months. ATRC's proposed Hub-and-Spoke model responds effectively to this challenge by establishing sustainable, locally accessible AT capacity. Specifically, the proposal will:

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- **Expand Localized Expertise:** Provide DVR counselors and clients on Maui, Kaua'i, and Hawai'i Island with direct access to a licensed Occupational Therapist (ATRC's AT Manager) and Assistive Technology Specialist within their own communities.
- **Support Informed Purchasing Decisions:** Utilize the requested \$62,522 in assistive technology devices to allow clients to engage in meaningful, local "try-before-you-buy" trials of workstations, communication devices, and adaptive tools prior to DVR authorizing final purchases.
- **Sustainable Partnership:** Integrate Neighbor Island AT Hubs into DVR's existing fee-for-service referral pipeline, ensuring that the infrastructure and equipment supported through this GIA will continue to benefit Hawai'i's workforce well beyond the grant period.

ATRC has been an exemplary and trusted partner to DVR for more than thirty years. Their demonstrated ability to translate complex technical evaluations into practical tools that promote independence, productivity, and employment success is unmatched statewide. This proposed expansion represents a strategic, high-impact investment that advances equity of access while maximizing public resources.

DVR fully endorses ATRC's GIA application and strongly supports the Legislature's consideration of this funding. We believe this initiative will significantly enhance employment outcomes for individuals with disabilities and contribute meaningfully to Hawai'i's economic vitality.

Sincerely,



Lea Dias, M.Ed.
Administrator
Division of Vocational Rehabilitation