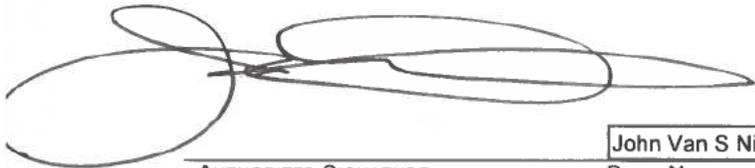




## Application Submittal Checklist

*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 ([Link](#))
  - b) Personnel salaries and wages ([Link](#))
  - c) Equipment and motor vehicles ([Link](#))
  - d) Capital project details ([Link](#))
  - e) Government contracts, grants, and grants in aid ([Link](#))
  
- 7) Experience and Capability
  
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

John Van S Nishida, Executive Director

PRINT NAME AND TITLE

1/22/26

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:** UNITED CEREBRAL PALSY ASSOCIATION OF HAWAII

**Issue Date:** 01/14/2026

**Status:** **Compliant**

Hawaii Tax#: [REDACTED]  
New Hawaii Tax#: [REDACTED]  
FEIN/SSN#: [REDACTED]  
UI#: XXXXXX1949  
DCCA FILE#: 7600

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.

**United Cerebral Palsy Association of Hawaii**

(Typed Name of Individual or Organization)

(Signature)

**John Van S Nishida**

(Typed Name)

(Date)

1/22/24

**Executive Director**

(Title)

## 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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)**

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2025.

**See attached Certificate of Vendor Compliance.**

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

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

**See attached Declaration Statement.**

#### **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 Grants-in-Aid, the United Cerebral Palsy Association of Hawaii would use the funds for a public purpose as described below in **Section II. Background and Summary, Question #3.**

### **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;**

The United Cerebral Palsy Association of Hawai'i (UCPA of Hawai'i) is a local nonprofit established on June 26, 1959, in the Territory of Hawai'i by six parents seeking greater services and opportunities for their children with cerebral palsy. Over the past 66 years, UCPA of Hawai'i has grown into a vital advocate and service provider for individuals with disabilities, with a strong focus on Early Intervention for keiki with developmental delays. In addition to direct services, UCPA of Hawaii

offers outreach, education, and community-based support to individuals with disabilities throughout their lifespan. The organization operates from its central office on Waiakamilo Road in Honolulu and serves approximately 450–500 children and families each year, making it a trusted and long-standing resource for Hawai'i's disability community. UCPA of Hawaii operates a second branch office in Kaimuki to better serve the East Oahu families.

2. The goals and objectives related to the request;

The goal of this request is to support the Nā Hoa Intergenerational Program, which strengthens developmental outcomes for young children with disabilities, supports caregiver well-being, and reduces social isolation among adults aging with cerebral palsy. Objectives include:

- Delivering monthly keiki developmental playgroups and parent learning sessions utilizing our staff of social workers, therapists, and administrators, focusing on helping them cope with challenges and provide respite.
- Hosting quarterly community-building events for adults with disabilities that will enable them to engage with other individuals with similar disabilities.
- Completion of UCPA of Hawaii's ongoing research study on individuals aging with CP. We plan to utilize this study to guide program design and future services.
- Building a sustainable, lifespan-oriented support model for individuals with CP or other similar disabilities. Our goal is to grow this program into a future resource hub and clinic to support Hawaii residents.

3. The public purpose and need to be served;

The Nā Hoa Intergenerational Program addresses a critical public need for inclusive, lifespan-oriented services for individuals with cerebral palsy and related disabilities in Hawai'i. Many families, particularly those in underserved areas of Honolulu, face significant barriers to accessing developmental supports, caregiver education, and disability-friendly community programming. Young children with developmental delays often lack opportunities for early socialization, while adults with disabilities experience high levels of isolation after aging out of school-based services. Caregivers across all age groups report elevated stress and limited access to respite or peer support.

Nā Hoa directly responds to these needs by providing monthly developmental playgroups for keiki, concurrent learning sessions for

parents, and structured social circles for adults with disabilities. These activities promote healthy development, strengthen caregiver confidence, and reduce social isolation. The program will be supported by UCPA of Hawaii's ongoing research on individuals aging with cerebral palsy, allowing services to be tailored to emerging community needs. The completion of UCPA of Hawaii's research study is guided by a distinguished research team that includes Dr. Stephen Dantzig, a veteran school psychologist and author with lived experience of Cerebral Palsy; Brian Kajiyama, an educator and disability advocate specializing in augmentative communication; and Dr. Joy Mahiko, an Assistant Professor whose work centers on inclusive education and lifespan support. Together, their clinical expertise, academic leadership, and lived experience ensure that our study on individuals aging with Cerebral Palsy is both rigorous and deeply grounded in the realities of the community we serve. Long-term, Nā Hoa aims to evolve into a broader support hub that connects individuals with disabilities to healthcare professionals, resource navigation, and wraparound services.

This request serves a clear public purpose by offering accessible, culturally responsive programming that supports children, adults, and caregivers in low- to moderate-income communities such as Kalihi, Kalihi Valley, and Chinatown. By leveraging UCPA of Hawaii's trusted relationships and existing infrastructure, Nā Hoa provides a scalable, community-rooted solution that strengthens social connections, improves developmental outcomes, and enhances overall well-being for some of Hawaii's most vulnerable residents.

4. Describe the target population to be served; and

The target population includes:

- Children ages 1–4 with developmental delays or disabilities who benefit from early developmental playgroups and sensory-rich learning experiences. Presently, UCPA of Hawaii serves 500+ children and their families.
- Caregivers and parents who need support, education, and community connection of the 500+ families we serve.
- Adults with cerebral palsy and related disabilities, including individuals aging with CP who often lack access to coordinated services and social opportunities. Many participants come from low-income, immigrant, or multi-generational households and face barriers to healthcare access and culturally responsive services.

5. Describe the geographic coverage.

Nā Hoa primarily serves families and adults living in Kalihi, Kalihi Valley, and Chinatown, areas with high concentrations of underserved households and limited disability-specific supports. Monthly sessions are held at UCPA of Hawaii's ADA-accessible Kalihi office, and adult

community events take place at various accessible locations within the region to ensure broad, equitable access. While the program focuses on these neighborhoods, individuals from across O'ahu are welcome to participate.

### **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;

The scope of work includes the full implementation of the Nā Hoa Intergenerational Program, which provides monthly developmental playgroups for keiki, concurrent learning sessions for parents, and structured social circles for adults with disabilities. Core tasks include program planning, scheduling, coordination of licensed professionals, communication with families, and management of all logistics such as facilities, supplies, and accessibility needs. Responsibilities also include collecting attendance data, administering participant and caregiver surveys, and ensuring compliance with grant requirements. The Development and Program Coordinator will oversee day-to-day operations, maintain partnerships, support research integration, and ensure that all activities are delivered safely, consistently, and in alignment with UCPA of Hawaii's mission. In addition, as part of UCPA's ongoing study on individuals aging with cerebral palsy and related disabilities, the Coordinator will help develop a strategic plan to assess the long-term needs of these adults and identify the supports required to improve their quality of life. This includes conducting outreach to individuals across the state and laying the groundwork for future services and initiatives that will guide the long-term direction of UCPA of Hawaii.

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

#### **Monthly Activities (12 total)**

##### **Keiki Development & Socialization Sessions**

- **Frequency:** Once per month (12 sessions)
- **Target Group:** Children ages 1–4 with developmental delays
- **Focus:** Sensory play, communication, and early developmental milestones
- **Milestones:** Serve 10–20 children per session
- **Performance Measures:** Attendance logs (with zip codes), developmental observations, caregiver feedback

##### **Parent Learning & Support Sessions**

- **Frequency:** Once per month, held concurrently with keiki sessions (12 sessions)

- **Target Group:** Parents and caregivers of participating keiki
- **Focus:** Developmental play strategies, peer support, and community building
- **Milestones:** Engage 5–10 caregivers per session
- **Performance Measures:** Attendance logs and qualitative feedback

#### **Quarterly Activities (4 total)**

##### **Community Building Events for Adults with Disabilities**

- **Frequency:** Once per quarter (4 events)
- **Target Group:** Adults with cerebral palsy and related disabilities
- **Focus:** Social connection, inclusion, and recreation
- **Milestones:** Serve 5–10 individuals per event
- **Performance Measures:** Attendance tracking, participant feedback, integration of research findings

#### **Ongoing Activities**

##### **Program Coordination & Evaluation**

- **Led by:** Full-time Program Coordinator
- **Responsibilities:**
  - Coordinate logistics for all sessions and events
  - Conduct outreach and manage participant communication
  - Collect and analyze attendance and feedback data
  - Collaborate with partners and the volunteer research team
  - Report progress and adapt programming based on findings

##### **Completion of Research Study**

- **Ongoing:** Volunteer research team continues its study on individuals aging with cerebral palsy
- **Application:** Findings inform adult programming design and long-term planning
- **Milestones:** Completion of data collection by August 2026, identification of service gaps, and beginning to analyze data to enable us to support these individuals.

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

UCPA of Hawai'i will use a structured quality assurance process to ensure the effectiveness and continuous improvement of Nā Hoa. Program staff will track attendance, participant demographics, and engagement at every session. Caregivers and adult participants will complete periodic surveys measuring satisfaction, perceived benefits, and areas for improvement. Quarterly internal reviews will assess program fidelity, accessibility, and cultural responsiveness. Findings from UCPA's ongoing research on individuals aging with cerebral palsy will be incorporated to refine adult programming and strengthen long-term service planning. As part of this research initiative, UCPA will also analyze collected data with the goal of publishing a peer-reviewed paper that contributes to the broader understanding of aging with cerebral palsy. Adjustments will be made

throughout the year to strengthen outcomes, address barriers, and ensure the program remains responsive to community needs.

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.

The following measures of effectiveness will be reported to the expending State agency to provide a clear and objective assessment of the Nā Hoa Intergenerational Program's outcomes. These measures will be updated if the level of appropriation differs from the requested amount.

#### **Program Participation**

- Number of keiki participating in monthly developmental and socialization sessions
- Number of caregivers attending monthly learning and support sessions
- Number of adults with disabilities participating in quarterly community-building events
- Attendance rates across all program activities

#### **Satisfaction and Accessibility**

- Participant and caregiver satisfaction ratings
- Percentage of participants reporting that the program is accessible, culturally responsive, and beneficial

#### **Operational Performance**

- Number of sessions and events delivered annually
- Timeliness and completeness of required reporting
- Implementation of program improvements based on evaluation findings

## **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](#))
  - 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](#))

See attached for relevant documents.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2027.

| Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 | Total Grant |
|-----------|-----------|-----------|-----------|-------------|
| \$32500   | \$32500   | \$32500   | \$42500   | \$130000    |

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2027.

United Cerebral Palsy Association of Hawaii is seeking funding for the fiscal year 2027 from the City and County GIA solicitation no. RGP-DCS-GIA2027.

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

N/A

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2027 for program funding.

- State of Hawaii: ASO Log 22-018 - 2022/2023
- State of Hawaii: ASO Log 22-018 - 2023/2024
- City and County: GIA CT-DCS-2500064 - 2023/2024
- State of Hawaii: ASO Log 22-018 - 2024/2025
- City and County: GIA CT-DCS-2500070 - 2025/2026
- State of Hawaii: HTH 560-CG-POS 26-03 - 2025/2026
- State of Hawaii: HTH 560-CG-POS 26-04 - 2025/2026
- State of Hawaii: HTH 560-CG-POS 26-05 - 2025/2026
- State of Hawaii: HTH 560-CG-POS 26-08 - 2025/2026
- City and County: Pending - 2026/2027

5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2025.

\$500,000 as of December 31, 2025.

## **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.

UCPA of Hawaii has more than 66 years of experience providing services to individuals with cerebral palsy and other developmental disabilities. The organization has deep expertise in Early Intervention, family support, community-based programming, and disability advocacy. UCPA of Hawaii's staff includes licensed professionals, experienced program coordinators, and volunteer research partners who collectively bring the skills needed to deliver high-quality developmental, educational, and social programming.

UCPA of Hawaii has a long history of designing and implementing programs that support keiki with developmental delays, strengthen caregiver capacity, and reduce isolation among adults with disabilities. The organization has successfully managed State contracts and County grants, consistently meeting reporting requirements, performance measures, and compliance standards.

#### **Relevant Experience (Past 3 Years)**

- Early Intervention Services (State of Hawai'i DOH) – Provided developmental services, family coaching, and care coordination for infants and toddlers with delays, serving 450–500 families annually.
- Keiki Development & Socialization Playgroups (UCPA-led initiative) – Delivered monthly sensory-rich playgroups for children ages 1–4, funded previously through GIA and sustained through community support.
- Parent Education & Outreach Programs – Conducted caregiver workshops, resource navigation, and culturally responsive family support services.
- Aging with Cerebral Palsy Research Study – Led a volunteer-driven research initiative to identify the needs of adults aging with CP, informing program design and long-term planning.

UCPA of Hawaii is conducting a groundbreaking study on individuals aging with cerebral palsy, guided by a team of highly respected local experts. **Dr. Stephen Dantzig**, a veteran school psychologist with 38 years of experience and lived expertise as an individual with Cerebral Palsy, provides both clinical and personal insight. **Brian Kajiyama, MEd**, an instructor in Special Education at the University of Hawaii and a recognized advocate for augmentative communication, contributes essential academic and lived experience. **Dr. Joy Mahiko**, an Assistant Professor at UH–West O'ahu, brings deep knowledge in inclusive education and lifespan support for individuals with disabilities. Together, they ensure the study is rigorous, community-grounded, and reflective of the real needs of adults aging with Cerebral Palsy.

This combination of clinical expertise, program management experience, and community trust positions UCPA of Hawai'i as highly qualified to implement and expand the Nā Hoa Intergenerational Program.

## **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.

UCPA of Hawai'i operates from an ADA-accessible office located on Waiakamilo Road in Honolulu. The facility offers open activity spaces, accessible restrooms, and parking, making it well-suited for hosting monthly keiki playgroups, parent learning sessions, and small-group activities. The space is equipped to support sensory play, developmental activities, and caregiver workshops, and it provides a safe, familiar environment for families in underserved communities such as Kalihi, Kalihi Valley, and Chinatown.

For quarterly adult community-building events, UCPA of Hawaii utilizes both its office and additional accessible community venues to ensure adequate space for group activities, recreation, and social engagement. All facilities used meet ADA standards and are selected to ensure safety, accessibility, and cultural relevance for participants.

The organization's existing infrastructure is fully adequate to support the implementation of Nā Hoa, and no additional facility acquisition is required for this request.

## **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.

The Nā Hoa Intergenerational Program will be staffed by a full-time Program and Development Coordinator, who will serve as the primary personnel responsible for planning, implementing, and evaluating all program activities. This staffing pattern is appropriate for the scope of the request and ensures consistent coordination, communication, and service delivery across monthly keiki sessions, parent learning groups, and quarterly adult community-building events.

### **Qualifications and Experience**

The Program and Development Coordinator will possess experience in program management, community outreach, and disability-related services. Preferred qualifications include a background in early childhood development, social services, public health, or nonprofit program coordination. The Coordinator must demonstrate strong organizational skills, cultural competence, and the ability to work collaboratively with licensed professionals, volunteer research partners, and community stakeholders. Experience with data collection, reporting, and family engagement is essential to ensure high-quality service delivery and compliance with grant requirements.

### **Roles and Responsibilities**

The Coordinator will:

- Plan, schedule, and implement all Nā Hoa program activities
- Coordinate logistics, facilities, supplies, and accessibility needs
- Conduct outreach and maintain communication with families and adult participants
- Track attendance, collect surveys, and support evaluation activities
- Collaborate with UCPA of Hawaii's volunteer research team to integrate findings into program design
- Ensure safe, inclusive, and culturally responsive programming
- Support long-term planning and program growth

### **Supervision and Administrative Direction**

The Coordinator will be supervised by UCPA of Hawaii's Executive Director, who provides administrative oversight, performance evaluation, and ongoing guidance. The Executive Director ensures that the Coordinator receives appropriate training in program protocols, data collection procedures, participant safety, and culturally responsive practices. UCPA's leadership team also provides support in fiscal management, reporting, and compliance with State requirements.

### **Training and Professional Development**

The Coordinator will receive training in:

- Disability inclusion and accessibility standards
- Trauma-informed and culturally responsive engagement
- Data collection, documentation, and evaluation tools
- Safety protocols and emergency procedures
- Collaboration with research partners and community organizations

### **Personnel Conducting our Research Study**

The research study is led by a highly qualified team of local experts whose combined professional and lived experience ensures both rigor and authenticity. **Dr. Stephen Dantzig**, Education and Outreach Program Manager, is a distinguished school psychologist with 38 years of experience, a Doctor of Psychology from Rutgers University, and extensive expertise in cognitive development and disability—grounded further by his own lived experience with Cerebral Palsy. **Brian Kajiyama, MEd**, an instructor in the University of Hawaii's Department of Special Education, brings deep knowledge in augmentative communication, disability advocacy, and inclusive

education, informed by his lived experience as a power-wheelchair user. **Dr. Joy Mahiko**, an Assistant Professor at UH–West O‘ahu, contributes expertise in special education, inclusive practices, and lifespan support for individuals with disabilities, supported by her background as a teacher and coordinator in workforce development. Together, this team provides the clinical insight, academic rigor, and community-grounded perspective necessary to guide a high-quality study on individuals aging with cerebral palsy and related disabilities.

In the third quarter of this year, UCPA of Hawaii also plans to hire a contracted statistician to analyze the data collected through the research study, ensuring that our findings are interpreted accurately and can meaningfully inform future program development.

This staffing structure ensures that Nā Hoa is delivered with consistency, professionalism, and accountability. With dedicated coordination and strong organizational oversight, UCPA of Hawai‘i is fully prepared to implement the program effectively and sustainably.

## **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.



### **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: \$125,000-\$135,000
- Program Manager (East): \$75,000-\$79,000
- Program Manager (South): \$75,000-\$79,000

## **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.

N/A

### **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.

N/A

### **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.

N/A

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

The applicant shall provide a plan for sustaining after fiscal year 2027 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2027, but

If UCPA of Hawai'i receives funding for fiscal year 2027, the organization will use this support to fully implement and strengthen the Nā Hoa Intergenerational Program. During this funded year, UCPA of Hawaii will continue building the program's foundation by expanding community partnerships, increasing volunteer engagement, and demonstrating

measurable outcomes that position the program for long-term support. The 2027 funding period will also allow UCPA of Hawaii to refine program delivery, document impact, and prepare strong applications for future grants and philanthropic support.

- (b) Not received by the applicant thereafter.

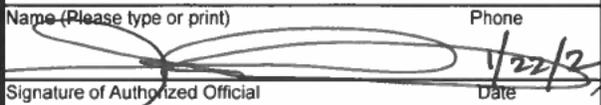
If funding is not received beyond fiscal year 2027, UCPA of Hawaii will sustain the Nā Hoa program through a combination of continued grant applications, expanded volunteer support, and strengthened fundraising efforts. The organization will actively pursue new grants from government agencies, private foundations, and corporate donors. UCPA of Hawaii will also grow its volunteer base to support program delivery and reduce staffing costs, while enhancing fundraising through donor campaigns, community events, and Board-led outreach. These strategies will allow UCPA of Hawaii to maintain core program activities and ensure that keiki, caregivers, and adults with disabilities continue receiving consistent, inclusive services even without future GIA funding.

UCPA of Hawaii's research study will be completed and published regardless of grant funding, with findings shared with both State and Federal agencies. We aim to identify alternative funding sources that will help sustain and expand our long-term vision. Our goal is to better serve the aging cerebral palsy population through informed, community-driven programming.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2026 to June 30, 2027

Applicant: United Cerebral Palsy Association of Hawaii

| BUDGET CATEGORIES                       | Total State Funds Requested<br>(a) | Total Federal Funds Requested<br>(b)  | Total County Funds Requested<br>(c) | Total Private/Other Funds Requested<br>(d) |
|---|------------------------------------|---|-------------------------------------|--|
| <b>A. PERSONNEL COST</b>                |                                    |   |                                     |  |
| 1. Salaries                             | 65,000                             |   | 65,000                              |  |
| 2. Payroll Taxes & Assessments          | 5,756                              |   |                                     |  |
| 3. Fringe Benefits                      | 15,150                             |   |                                     |  |
| <b>TOTAL PERSONNEL COST</b>             | <b>85,906</b>                      |   | <b>65,000</b>                       |  |
| <b>B. OTHER CURRENT EXPENSES</b>        |                                    |   |                                     |  |
| 1. Airfare, Inter-Island                |                                    |   |                                     |  |
| 2. Insurance                            |                                    |   |                                     |  |
| 3. Lease/Rental of Equipment            |                                    |   |                                     |  |
| 4. Lease/Rental of Space                | 15,000                             |   | 15,000                              |  |
| 5. Staff Training                       |                                    |   |                                     |  |
| 6. Supplies                             | 2,094                              |   | 2,000                               |  |
| 7. Telecommunication                    |                                    |   |                                     |  |
| 8. Utilities                            |                                    |   |                                     |  |
| 9. Software Subscription Fees           | 8,000                              |   |                                     |  |
| 10. Parking                             | 4,000                              |   | 3,000                               |  |
| 11. Sensory Supplies                    | 15,000                             |   | 15,000                              |  |
| 12. Contracted Statustition             | 10,000                             |   |                                     |  |
| 13.                                     |                                    |   |                                     |  |
| 14.                                     |                                    |   |                                     |  |
| 15.                                     |                                    |   |                                     |  |
| 16.                                     |                                    |   |                                     |  |
| 17.                                     |                                    |   |                                     |  |
| 18.                                     |                                    |   |                                     |  |
| 19.                                     |                                    |   |                                     |  |
| 20.                                     |                                    |   |                                     |  |
| <b>TOTAL OTHER CURRENT EXPENSES</b>     | <b>54,094</b>                      |   | <b>35,000</b>                       |  |
| <b>C. EQUIPMENT PURCHASES</b>           |                                    |   |                                     |  |
| <b>D. MOTOR VEHICLE PURCHASES</b>       |                                    |   |                                     |  |
| <b>E. CAPITAL</b>                       |                                    |   |                                     |  |
| <b>TOTAL (A+B+C+D+E)</b>                | <b>140,000</b>                     |   | <b>100,000</b>                      |  |
| <b>SOURCES OF FUNDING</b>               |                                    | Budget Prepared By:   |                                     |  |
| (a) Total State Funds Requested         | 130,000                            | Sean Sumida 808 849-0990  |                                     |  |
| (b) Total Federal Funds Requested       | 0                                  | Name (Please type or print) Phone   |                                     |  |
| (c) Total County Funds Requested        | 100,000                            | <br>Signature of Authorized Official Date 1/22/27 |                                     |  |
| (d) Total Private/Other Funds Requested | 0                                  |   |                                     |  |
| <b>TOTAL BUDGET</b>                     | <b>230,000</b>                     | John Nishida Executive Director<br>Name and Title (Please type or print)  |                                     |  |



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

Applicant: United Cerebral Palsy Association of Hawaii

Contracts Total:

7,946,000

|    | <b>CONTRACT DESCRIPTION</b>          | <b>EFFECTIVE DATES</b> | <b>AGENCY</b>           | <b>GOVERNMENT ENTITY<br/>(U.S./State/Hawaii/<br/>Honolulu/ Kauai/<br/>Maui Countv)</b> | <b>CONTRACT VALUE</b> |
|----|--------------------------------------|------------------------|-------------------------|--|-----------------------|
| 1  | State of Hawaii ASO Log 22-018       | 2022/2023              | Department of Health    | State  | \$ 1,000,000.00       |
| 2  | State of Hawaii ASO Log 22-018       | 2023/2024              | Department of Health    | State  | \$ 1,000,000.00       |
| 3  | City and County GIA CT-DCS-2500064   | 2023/2024              | City & County Grants in | Honolulu County  | \$ 150,000.00         |
| 4  | State of Hawaii ASO Log 22-018       | 2024/2025              | Department of Health    | State  | \$ 1,000,000.00       |
| 5  | City and County GIA CT-DCS-2500070   | 2024/2025              | City & County Grants in | Honolulu County  | \$ 125,000.00         |
| 6  | State of Hawaii HTH 560-CG-POS 26-03 | 2025/2026              | Department of Health    | State  | \$ 1,341,000.00       |
| 7  | State of Hawaii HTH 560-CG-POS 26-04 | 2025/2026              | Department of Health    | State  | \$ 1,200,000.00       |
| 8  | State of Hawaii HTH 560-CG-POS 26-05 | 2025/2026              | Department of Health    | State  | \$ 1,180,000.00       |
| 9  | State of Hawaii HTH 560-CG-POS 26-08 | 2025/2026              | Department of Health    | State  | \$ 950,000.00         |
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