

House District 46, 47

Senate District 22, 23

**THE TWENTY-SIXTH LEGISLATURE  
HAWAII STATE LEGISLATURE  
APPLICATION FOR GRANTS & SUBSIDIES  
CHAPTER 42F, HAWAII REVISED STATUTES**

Log No: 57-C

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

DEPARTMENT OF HEALTH

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): \_\_\_\_\_

**1. APPLICANT INFORMATION:**

Legal Name of Requesting Organization or Individual:  
Ko'olauloa Community Health and Wellness Center Inc.

Db/a:

Street Address: 54-316 Kam Hwy Hau'ula, HI 96717

Mailing Address: PO Box 395 Kahuku, HI 96731

**2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:**

Name ORETA M TUPOLA

Title: Chief Operations Officer

Phone # 808-293-9216

Fax # 293-5390

e-mail otupola@koolauloachc.org

**3. TYPE OF BUSINESS ENTITY:**

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

**6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:**

KO'OLAULOA COMMUNITY HEALTH AND WELLNESS CENTER RENOVATION AND CONSTRUCTION PROJECT

4. FEDERAL TAX ID #: 

5. STATE TAX ID #: 

**7. AMOUNT OF STATE FUNDS REQUESTED:**

FY 2012-2013: \$ 1,000,000

**8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:**

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ 0

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0

  
\_\_\_\_\_  
BENJAMIN PETTUS, EXECUTIVE DIRECTOR  
NAME & TITLE

1/31/2012  
\_\_\_\_\_  
DATE SIGNED

**POS Proposal Application  
Table of Contents**

<b>I.</b>	<b>Background and Summary</b>	
1.	Applicant Background.....	1
2.	Goals and Objectives.....	1
3.	Public Purpose and Need.....	2
4.	Target Population.....	3
5.	Geographic Coverage.....	3
<b>II.</b>	<b>Service Summary and Outcomes</b>	
1.	Scope of Work, Task and Responsibilities.....	5
2.	Projected Annual Timeline.....	6
3.	Quality Assurance and Evaluation.....	7
4.	Measures of Effectiveness.....	7
<b>III.</b>	<b>Financial</b>	
1.	Budget.....	7
2.	Quarterly Funding Request.....	8
3.	Other Sources of Funding.....	8
<b>IV.</b>	<b>Experience and Capability</b>	
A.	Necessary Skills and Experience.....	8
B.	Facilities.....	9
<b>V.</b>	<b>Personnel: Project Organization and Staffing</b>	
A.	Proposed Staffing, Staff Qualifications, Supervision and Training.....	10
B.	Organization Chart.....	11
<b>VI.</b>	<b>Other</b>	
A.	Litigation.....	13
B.	Licensure or Accreditation.....	13
<b>VII.</b>	<b>Attachments</b>	
	Declaration Statement	
	Budget Sheets: Pages 4-7	

## Application for Grants and Subsidies

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

### I. 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. Include the following:**

**1. A brief description of the applicant's background;**

KCHWC was organized in 2003 by community members in response to the need for affordable, quality, culturally appropriate health care for the residents of Ko'olauloa, a Medically Underserved Area.

KCHWC has rapidly expanded over the past eight years and now operates out of two sites, one is a freestanding structure in Kahuku, and the other in Hau'ula Shopping Center. In 2010 KCHWC served 5,766 patients through 19,027 medical and enabling service encounters. Currently KCHWC has over 30 employees, including 4 doctors, a nurse practitioner and a dentist.

**2. The goals and objectives related to the request;**

**Goals and objectives.** The goal for this project is to secure adequate facilities for KCHWC so that it can meet the need for quality health care by the residents of Ko'olauloa. The long term objective is to construct a permanent clinic and administrative office on land recently purchased in Kahuku, adjacent to its existing Kahuku Clinic. The short term objective is to find temporary facilities as KCHWC is being asked to vacate space at its Hau'ula Clinic by the landlord to make room for a new CVS Caremark (Longs Drugs).

**History of facilities growth.** The demand for services has driven the rapid growth and expansion of KCHWC, and the need for healthcare has made securing adequate facilities difficult given the acute scarcity of suitable commercial spaces in the entire Ko'olauloa District. There are very few commercial spaces appropriate or affordable.

Over the years KCHWC has been faced with multiple challenges to its facilities. In 2004 operations were started in Kahuku in a 1,100 sq. ft. trailer, and a second 900 sq. ft. trailer was quickly added. This was soon also inadequate. In addition, the

arrangement with the landlord for the site was unacceptable as they would only give KCHWC a month to month lease. This made long term planning impossible.

In 2008, KCHWC relocated to two sites: a strip mall in Hau'ula and offices in a building next to Kahuku Hospital. Plans were to expand the Hau'ula Clinic into some of the vacant spaces at the shopping center.

Earlier this year KCHWC was notified by the landlord of the Hau'ula Clinic that a large national drug store chain, CVS Caremark, will be moving into the building and taking over some of the space that KCHWC currently occupies. This not only decreases the size of the Hau'ula operations, it has also eliminated plans for expansion at that site. This news has forced KCHWC to evaluate its facilities plan and conclude that relocation and construction is the only option. Not only has the clinic outgrown the Hau'ula space, the landlords have slowly increased the rent to the current rate of \$12,840 a month in addition to \$5,350 for utilities. This costs KCHWC \$218,280 annually.

Concurrently, in the past year after several years of negotiation, KCHWC has managed to purchase the land under its Kahuku Clinic. KCHWC seeks to expand the existing Kahuku Clinic from 5,040 sq. ft. to a total of 14,367 sq. ft. on the land that they now own. In doing so, this project will lend KCHWC greater financial stability, more efficient facilities, and increase its capacity to provide a greater range of clinical and enabling services to more patients through more encounters.

**3. State the public purpose and need to be served;**

KCHWC is the only community health center in Ko'olauloa, and the only organization that will provide healthcare regardless of ability to pay. No other organization in the community utilizes a sliding scale fee and has eligibility workers on staff to assist with securing government health insurance and social service benefits.

**4. Describe the target population to be served; and**

Residents of Ko'olauloa face numerous challenges to accessing care:

- **Poverty.** Almost 39% (8,627) of residents live 200% below the Federal Poverty Level. (2000 Census) Of KCHWC's patient base approximately 86% live at 100% Federal Poverty level or below. In 2009 the area unemployment rate was 7.8%, compared to 7% statewide, and utilization of public benefits has consistently exceeded statewide rates: 8.2% received financial aid (4.9% statewide) and 16.3% received food stamps (12.9% statewide). These indicators are believed to be much higher due to the economic recession. (2009 Primary Care Needs Assessment Databook, Hawaii State Department of Health (HDOH))

- **Uninsured.** The rate of uninsured is 9.5 %, compared to 6.3% statewide. (Behavioral Risk Factor Surveillance System (BRFSS) 2008, HDOH) This estimate was also taken prior to the economic recession. Three major employers in the area, the Turtle Bay Resort, Polynesian Cultural Center and the Kahuku Medical Center, have experienced a significant decrease in business and have responded with staff reductions. Continued loss of jobs has resulted in more uninsured residents in Ko'olauloa and more individuals coming to KCHWC for health care.
- **Insufficient medical providers.** Ko'olauloa has only 7.3 providers, equivalent to 3,077 residents to every 1.0 FTE primary care physician. The actual rate of providers to residents is actually much more challenging as three of these providers are not accessible to the uninsured and underinsured: two at Kaiser Permanente only accept Kaiser insured; and one at Brigham Young University only serves students and faculty.
- **Geography.** A two lane road that hugs the coastline and connects Ko'olauloa to the rest of Oahu is frequently closed for repairs, accidents or waves washing over the road. Residents must travel at least an hour by car or 2 hours by bus (one way) for specialty medical, dental services, or other Federal 330 community health centers that serve uninsured or underinsured patients. This distance impacts not only the low medical utilization rate of Ko'olauloa residents, but also the difficulty recruiting and retaining primary care and specialty providers. The Ko'olauloa region is designated as a Medically Underserved Area (MUA).
- **Ethnicity and culture.** Over a third of residents are of Native Hawaiian and Other Pacific Island ancestry (34.8% Hau'ula; 38% La'ie; 22% Kahuku). These ethnic groups have some of the poorest health indicators in the state, and are also subject to cultural and linguistic barriers to care. In addition, 14.4% of residents are foreign born, and 9.5% speak a language other than English at home. (2000 Census)

Health indicators for residents in Ko'olauloa are consistently challenging:

- **Diabetes and obesity.** The prevalence of diabetes in Ko'olauloa is 6.7%, and the adult obesity rate 26.8%, third highest in the state. (Primary Care Needs Assessment Databook, HDOH, 2007) The high rates of both diabetes and obesity are attributed to the large population of Native Hawaiians and Pacific Islanders that have higher rates of these conditions than any other ethnic group in the state. (Hawaii Health Information Corporation, "Obesity Heavy Burden on Hospitals", by Jill Miyamura, Honolulu, November 2008)
- **Cardiovascular disease.** Ko'olauloa's chronic heart disease mortality rate for 2002-2006 was 4th highest in the state – 142.2 per 100,000, compared the Honolulu County rate of 89.5 and the state's rate of 94.8 for the same period. (2007 Primary Care Needs Assessment Databook, HDOH, data for 2001-2006)
- **Prenatal care.** Lack of prenatal care is a significant problem in Ko'olauloa. Over 31% of mothers received less than adequate prenatal care, compared to

the county percentage of 24%. (2007 Primary Care Needs Assessment Databook, HDOH, data 2001-2006)

- **Asthma.** 16.7% of children had asthma in the past or currently, and nearly 24% of adults have been told by a doctor, nurse or other health professional that they have asthma (statewide 16.1%). (BRFSS, 2008, HDOH) The pediatric asthma hospital admission rate for Ko'olauloa is 10.6 per 10,000 children. (Hawai'i Health Information Corporation, Hawai'i State Asthma Control Program, 5 year average 2001 – 2005, State Asthma Control Program and BRFSS) Like many of the other area health indicators, the asthma rates are believed to be high as a result of the large population of Native Hawaiians in Ko'olauloa. Asthma among this ethnic population statewide is 25.3%, higher than any other ethnic group.
- **Oral health.** 47.8% of Ko'olauloa children ages 6-8 had untreated tooth decay, compared to 37.9% for all of Oahu, and 36.0% for the state. (University of Hawai'i, Center on the Family, Kahuku Area Community Profile, Honolulu, 2003) Adult oral health care is also poor: over 31% of did not visit a dentist within the last year (29% statewide) and almost 35% visited a dentist over one year ago or more (26.8% statewide). There were no dentists practicing in Ko'olauloa prior to last year when KCHWC hired one dentist.

**5. Describe the geographic coverage.**

The KCHWC serves the coastal north shore of the main island of Oahu, a Medically Underserved Area (MUA) that spans 35 miles in a rural area that is home to 22,468 residents (2000 Census).

## **II. 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.**

**1. Describe the scope of work, tasks and responsibilities;**

The immediate concern of KCHWC is to relocate some of the operations out of the Hau'ula Clinic. This mandatory move is at the request of the landlord, to make room for CVS Caremark. This will be accomplished by utilizing modular units as temporary facilities while the design of the new clinic is completed and all the necessary permits can be secured.

To accommodate the loss of space at the Hau'ula Clinic, KCHWC will expand its existing Kahuku Clinic to house the administrative offices and all dental services, and expand clinical spaces so that approximately 3,000 more patients can be served annually. There are no other appropriate and affordable options to set up a clinic in rural Ko'olauloa, and the current facilities are inadequate:

- **Hau'ula Clinic.** As stated in the previous section, KCHWC must move out of the space where the Hau'ula Clinic is located. This move is necessary as the landlord has not only significantly raised the monthly rent, they are bringing in a major drug store chain into the strip mall, forcing KCHWC out of a portion of the space and eliminating any potential for expanding to accommodate the needs of the clinic as was previously planned.
- **Kahuku clinic.** In the past few months KCHWC became the landowners of the site where the existing Kahuku Clinic is located. The land, approximately one acre, currently has one 5,040 sq. ft. structure that includes 3 provider offices and 6 exam rooms for 3.0 FTE medical providers, one .5 FTE behavioral health provider, pharmacy (one pharmacist and 2 aids) and an eligibility/outreach worker. This structure will be expanded and renovated.

**2. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service;**

KCHWC has retained an architect develop preliminary plans for the project. KCHWC now seeks funding to finalize plans, secure the necessary building permits and approvals, and proceed with the relocation, design, renovation and construction.

The project is broken down into two phases to complete the Kahuku Clinic:  
 Phase 1 – Existing Structure Improvements  
 Phase 2 – Expansion of Clinic

Timeline	Year 1				Year 2			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Secure and set up modular units for temporary facilities	x	x	x					
Relocate some of Hau'ula Clinic operations to modular units		x						
Architect and engineering	x	x	x					
Bidding and negotiation			x	x				
Building permits, incl building construction, grading, bonding				x	x	x		
Phase 1								
Renovate existing structure					x	x	x	
Purchase and install equipment for Phase 1							x	
Phase 1 complete							x	
Phase 2								
Sitework, clearing, grading, asphalt, concrete					x	x		
Construction of new clinic					x	x	x	x
Purchase and install equipment for Phase 2							x	x
Phase 2 complete								x

- 3. The applicant shall describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and**

The Executive Director, together with the project manager and architect, will be responsible for the development of tools, methods and implementation of a system to monitor and evaluate the project. Quality assurance will include the following:

- Weekly status meetings of the Executive Director and project coordinator.
- Monthly reports by the Executive Director to the Board of Directors of both KCHWC to ensure that the project is proceeding in the forecasted timeframe and within the approved budget.
- Ongoing oversight and evaluation by the project coordinator and general contractor to ensure that construction standards are as required by the construction contract documents, State of Hawaii and applicable codes, and that the facility is being constructed per approved plans and specifications.
- Measures to ensure compliance with applicable labor laws and proper documentation of expenditures.

- 4. The applicant shall 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.**

Effectiveness of this project will be determined by the completion of tasks within the projected timeline, as evaluated by the Executive Director and project manager. See the tasks and timeline for specific details.

### **III. Financial**

#### **Budget**

- 1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**
- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2012-2013.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000



3. **The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2012-2013.**

The total cost of the project is \$5,269,584, and KCHWC will aggressively seek funding for the balance from the City and County of Honolulu Community Development Block Grant Program, Harold K. L. Castle Foundation, The Harry and Jeanette Weinberg Foundation and several other private sources. KCHWC does not anticipate accumulating any debt for this project.

This renovated Kahuku Clinic and new building will enable KCHWC to develop and maintain its own facilities, and as the owner and occupant, will no longer be subject to landlord rent escalations, terms and lease agreements. This gives the organization greater fiscal control and financial stability for the future.

In the event funding is not secured, KCHWC will be in the difficult position of remaining in the Hau'ula strip mall in a smaller space while paying \$218,280 annually in rent and utilities while searching for funding to expand the Kahuku Clinic. This will significantly impair the ability of KCHWC to meet the need for medical and dental services in Ko'olauloa.

4. **The applicant shall provide a listing of all state and federal tax credits that have 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.**

KCHWC has not applied for or been granted any state or federal tax credits.

#### **IV. Experience and Capability**

##### **A. 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.**

**Board Governance.** The Board of Directors has a Building Committee comprised of four board members plus the Executive Director and Chief Financial Officer. They meet at least once a month and are responsible for evaluating all matters regarding facilities, and for reporting to the full Board. One board member, Maria Pacheco, is the property manager of Kuilima East Estates, one of the largest resort residential developments on the North Shore of the island of Oahu.

**Benjamin F. Pettus, Jr., MSW, Executive Director**, will be in charge of this project. He has a Masters Degree in Social Work in Comprehensive Health Care Delivery Systems from Washington University, and over 35 years of experience with community health centers across the country. His work includes terms as Executive Director of Lakeside Community Health Center and Samuel U. Rodgers Health Center, both in Missouri. He has also been chief executive to a number of organizations that support the work of community health centers, including the Missouri Coalition for Primary Health Care, National Association of Community Health Centers, Inc., and the Florida Association of Community Health Centers. In his work with community health centers, he has also managed construction projects, including one \$2 million renovation. He is currently managing the renovation project at Kahuku High and Middle School to convert a classroom into a school based clinic with medical and dental services.

**B. 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. Also describe how the facilities meet ADA requirements, as applicable.**

**Phase I – Improve the existing structure.** The Kahuku Clinic will receive much needed improvements to its infrastructure and be reconfigured to accommodate more providers. The facility is 5,040 sq. ft, and was built in stages, beginning in the 1960's, and is a patchwork of offices set up for individual private providers, and not a clinic with integrated and comprehensive health care services.

The existing structure will receive necessary infrastructure improvements, including a new roof and wiring for the electrical system and IT. It requires a complete redesign of the interior to improve the workflow as well as a new roof, new wiring, and installation of energy efficient lighting and air conditioning to reduce the cost overhead and maintenance of the building. Energy savings for recurring utility expenses are anticipated to be 30% to 35%.

The interior will be reconfigured to improve and modernize the workflow and efficiency. The space will house the medical, behavioral health and Pharmacy. This will include 5 provider offices (internist, family practitioner, pediatrician, OB/GYN, and psychologist), 15 exam rooms and pharmacy. There will be sufficient space for contract part time specialists including a podiatrist to provide foot exams for patients with diabetes.

**Phase 2 – Expansion to accommodate increase capacity.** The Kahuku Clinic will also be expanded to create 9,327 sq. ft. in a two story addition. This addition will provide new space for all administrative functions on the second floor and on

the first floor a new dental clinic with 8 operatories for 2.0 FTE dentists and 1.0 FTE hygienist will be built. The new dental clinic will also have adjacent ancillary staff support spaces, with patient waiting rooms and men's and women's restrooms. The second floor will also include a conference room for staff meetings, patient support groups and health prevention education. A small hydraulic elevator will be installed so that the building is ADA compliant and conveniently accessible to all.

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

### **A. 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.**

For this project KCHWC will hire a **project manager** to coordinate the work of the architect, engineers and contractors. At this time KCHWC is working with an architect with a depth of experience designing and managing health care facilities. All contractors will be selected through a competitive bid process so that KCHWC is able to maximize funding received from the Grant in Aid program.

**Architects Hawai'i, Ltd. (AHL)** is the architect for the project and will report directly to the Executive Director for this project. AHL has over 65 years of experience including design of healthcare facilities in Hawaii and internationally. The lead architect from AHL working with KCHWC is Ernest Shimizu, AIA, CSI, LEED-AP. He is Senior Associate with more than 30 years of experience in all phases of architecture. He has functioned as a Job Captain and Project Manager on a variety of project types, including healthcare, commercial, residential, and industrial. Mr. Shimizu's healthcare projects include The Queen's Medical Center, Hilo Medical Center, Kaiser Moanalua Medical Center, Kapiolani Medical Center, Kuakini Medical Center, North Hawaii Community Hospital, Spark M. Matsunaga VA Medical Center, St. Francis Medical Center, Straub Clinic and Wilcox Memorial Hospital.

Working with Mr. Shimizu is Marnie Murdock, AIA, ACHA, LEED-AP. She is a Principal of AHL, and her extensive experience includes more than 20 years in healthcare and laboratory design, involving facility planning and knowledge of complex equipment. She has served as a Project Architect, Project Manager, and Construction Administrator on a very wide range of medical projects and is one of only two architects in Hawaii board certified by the American College of Healthcare Architects (ACHA) for architects who practice as healthcare specialists. Her list of healthcare projects in Hawaii includes Leahi Hospital,

Hawaii State Hospital, Kaiser Permanente, Lanai Community Health Center, Maui Memorial Medical Center and Kaiser Permanente.

**B. Organization Chart**

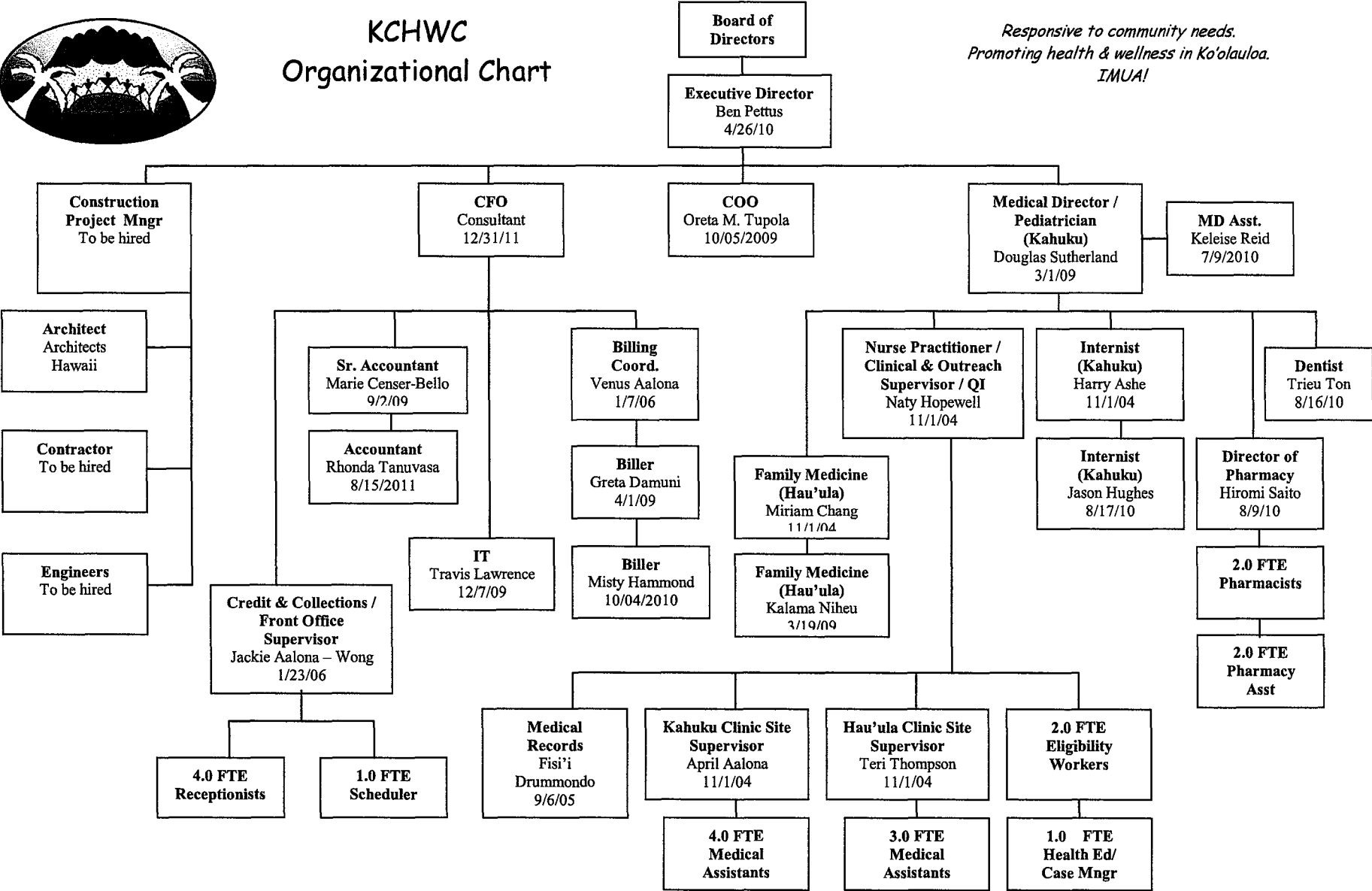
**The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organizational chart that illustrates the placement of this request.**

A very faint and illegible organizational chart or diagram, possibly representing the structure of the Ko'olauloa Community Health and Wellness Center. It appears to have several boxes connected by lines, but the text within them is too light to read.



# KCHWC Organizational Chart

*Responsive to community needs.  
Promoting health & wellness in Ko'olauloa.  
IMUA!*



## **VI. Other**

### **A. 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.**

KCHWC is not involved in any litigation and does not have any outstanding judgement.

### **B. Licensure or Accreditation**

**Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.**

KCHWC is a Federally Qualified Health Center as designated by the U.S. Department of Health, Health Resources and Services Administration.

**DECLARATION STATEMENT  
APPLICANTS FOR GRANTS AND SUBSIDIES  
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) 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 or subsidy is awarded;
- (2) Comply 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;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy 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 or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

For a grant or subsidy used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy 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 or subsidy 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.

Ko'olauloa Community Health and Wellness Center  
(Typed Name of Individual or Organization)



1/31/2012

(Date)

Benjamin Pettus  
(Typed Name)

Executive Director  
(Title)

## BUDGET REQUEST BY SOURCE OF FUNDS

(Period: July 1, 2012 to June 30, 2013)

Applicant: Ko'olauloa Community Health and Wellness Center

BUDGET CATEGORIES	Total State Funds Requested (a)	Other Sources (b)	(c)	(d)
<b>A. PERSONNEL COST</b>				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>				
<b>C. EQUIPMENT PURCHASES</b>		<b>533,000</b>		
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>	<b>1,000,000</b>	<b>4,075,000</b>		
<b>TOTAL (A+B+C+D+E)</b>	<b>1,000,000</b>	<b>4,608,000</b>		
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	1,000,000	Benjamin Pettus	792-3840	
(b) Other sources	4,608,000	Name (Please type or print)	Phone	
(c)		[REDACTED]	1/31/2012	
(d)			Date	
<b>TOTAL BUDGET</b>	<b>5,608,000</b>	Benjamin Pettus, Executive Director		
		Name and Title (Please type or print)		



## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Ko'olauloa Community Health and Wellness Center

Period: July 1, 2012 to June 30, 2013

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Project Manager	1.0 FTE	\$65,000.00	100.00%	\$ 65,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				65,000.00
<b>JUSTIFICATION/COMMENTS:</b>				

**BUDGET JUSTIFICATION  
CAPITAL PROJECT DETAILS**

Applicant: Ko'olauloa Community Health and Wellness Center

Period: July 1, 2012 to June 30, 2013

<b>FUNDING AMOUNT REQUESTED</b>						
<b>TOTAL PROJECT COST</b>	<b>ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS</b>		<b>STATE FUNDS REQUESTED</b>	<b>OF FUNDS REQUESTED</b>	<b>FUNDING REQUIRED IN SUCCEEDING YEARS</b>	
	<b>FY: 2010-2011</b>	<b>FY: 2011-2012</b>	<b>FY:2012-2013</b>	<b>FY:2012-2013</b>	<b>FY:2013-2014</b>	<b>FY:2014-2015</b>
PLANS			\$310,000			
LAND ACQUISITION						
DESIGN			\$490,000	\$125,000		
CONSTRUCTION			\$200,000	\$3,950,000		
EQUIPMENT				\$533,000		
<b>TOTAL:</b>			\$1,000,000	\$4,608,000		
<b>JUSTIFICATION/COMMENTS:</b>						