



ALOHA MEDICAL MISSION

Bringing Hope and Changing the Lives of the People We Serve Overseas and in Hawai'i

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January 31, 2013

Senate Committee on Ways and Means

State Capitol, Room 208

Honolulu, HI 96813

Attn: Rod Becker

Dear Mr. Becker,

Enclosed, please find a copy of Aloha Medical Mission's Application for Grants and Subsidies to support Hawaii's Only Free Dental Clinic. Thank you for your time and consideration.

With Aloha

House District 28

Senate District 13

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

Log No:

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):

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Aloha Medical Mission

Dbas: Aloha Medical Mission

Street Address: 810 N Vineyard Blvd, Honolulu, HI 96817

Mailing Address: Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name SUSAN J. HUGHES

Title Executive Director

Phone # (808) 847-3411

Fax # (808) 847-3443

e-mail shughes@alohamedicalmission.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:

ALOHA MEDICAL MISSION, HAWAII'S ONLY FREE DENTAL CLINIC:
FREE BASIC DENTAL CARE FOR THE UNINSURED AND UNDERSERVED

4. FEDERAL TAX ID #:

5. STATE TAX ID #:

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2014: \$148,055

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 \$ 22,837

Signature line

SUSAN J. HUGHES, EXECUTIVE DIRECTOR
NAME & TITLE

1/31/2013
DATE SIGNED

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;

Aloha Medical Mission (AMM) was founded in 1983 when a group of volunteer physicians traveled to the Philippines to perform cleft lip surgery on children from poor and needy families. As the years passed, we took teams to other countries, the number of missions increased, and the types of surgery expanded impacting the far corners of the world. Realizing the importance of bringing much needed services to our local community, AMM opened Hawaii's only free dental clinic at the historic Palama Settlement in May 2002.

In September 2011, AMM finalized a stringent interview process and hired a full-time dentist and dental assistant enabling the Dental Clinic to extend hours to Monday through Friday, 8 am to 5 pm. The Dental Clinic previously operated three to four days per week for approximately 28 hours. Our staff dentist, Dr. Brendt Lum was raised in Kalihi-Palama and visited the Palama Settlement as a child. Dr. Lum attended Kamehameha Schools and as a Papa Ola Lokahi Scholarship recipient, he is committed to serving in a rural, medically underserved population for four years. There was no doubt he hoped to return to his roots and enthusiastically joined the AMM team.

Along with 18 volunteer dentists, AMM provides basic interim dental care including cleanings, fillings, and extractions for uninsured, low-income patients. Our goal is to help patients find a permanent dental home once their dental health is stabilized. Since our beginning in 2002, AMM has treated more than 22,000 underserved patients in our community. AMM has also prioritized prevention and oral health education. As a result, we have developed specific outreach programs for women, children, and the underserved. AMM is a unique resource for the gap group unable to afford dental insurance.

2. The goals and objectives related to the request;

To increase the number of poor and needy patients that we treat and promote community awareness of free dental services for the uninsured.

To increase targeted outreach for the uninsured with emphasis on underserved communities including Micronesians and other Pacific Islanders, Filipinos, Native Hawaiians, Vietnamese, Chinese, children, elderly, immigrants and homeless.

Continue and enhance AMM programs for the underserved community, including Welcome Smile and First Smile.

To increase our professional and lay volunteer staff to enable us to accommodate more patients.

To provide a vital training facility for student interns and residents who will go on to serve our community's dental needs when they complete their professional education.

In order to ensure we reach our overall goals, the following objectives will be met:

1. Increase the number of patients served by 100% (from activity prior to expansion 1,561 to 3,122 total)
2. Demonstrate an increased knowledge and acceptance of oral health care by surveying 50% of patients treated
3. Conduct 2-3 outreach classes per month
4. Recruit 5-10 volunteers to assist with the outreach activities
5. Reach 3,500 underserved through community outreach
6. Fit at 3-4 women per month with temporary partial dentures
7. Train at least 36 students/residents in delivering oral health care
8. Recruit at least 2 dentists and/or hygienists to volunteer in the dental clinic

3. The public purpose and need to be served;

There are an alarming 475,000 Hawaii residents who have limited or no access to dental care (Hawaii Primary Care Directory, 2006). The directory also reports results from their Homeless Point-in-Time Study which states that health and dental services are among the three most cited needs of the homeless population. The Dental Clinic is located in a LMI area and the increasing number of underserved patients that we see each year demonstrates the urgent need. The poor, needy, and uninsured have difficulty navigating our health care system and desperately need education in prevention as they are most likely to suffer from oral health complications.

AMM is proud to follow in the footsteps of the Strong-Carter Dental Clinic which served the poor and needy on the grounds of early Palama Settlement for many years. Since expanding our operations in 2011, AMM has seen an increase in the number of patients per month from 110 in April 2011 to 209 at our peak in April 2012. We continue to see patients at the top of this range and look forward to continuing on this upward trend. We anticipate the number of patients served will increase by 100% and we strive to reach this landmark by the end of 2013.

Oahu has a high concentration of dentists (88 per 100,000), surpassing the national average of 67 (Health Trends in Hawaii, 2011). Despite this, Hawaii lacks dentists willing to provide care for the uninsured and underinsured. As the only free dental clinic in the state, AMM is a unique resource for the gap group unable to afford dental insurance. Without preventive or timely dental care, patients with painful tooth decay, gum disease or severe infection turn to hospital emergency rooms, even when their needs are not true emergencies.

According to The Pew Center on the States (2012), there were approximately 830,590 visits to the emergency rooms nationwide in 2009 due to preventable dental conditions. Among low-income patients who went to the emergency room for toothaches, 80% needed follow-up care. While emergency rooms are an important resource for people in pain, emergency room doctors are most often not trained nor equipped to treat dental emergencies. Typical treatment is pain medication or antibiotics which do not resolve the issue and instead deliver temporary pain relief. AMM helps to relieve the burden on the emergency rooms, reduce unnecessary hospital costs, and provide proper treatment for patients in pain. Once patients are stabilized, AMM refers patients to low-cost clinics to establish their permanent dental home.

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

In 2006, Hawaii Primary Care Association estimated that nearly 475,000 people or 38% of Hawaii's population had limited or no access to dental care. Nearly seven years later, this number continues to rise and now includes 15,000 to 17,000 Micronesians who have relocated from their homeland (Hawaii Medical Journal, 2010). The Kalihi-Palama area, where AMM is located, is federally designated as a Medically Underserved Population (MUP) and Health Professional Shortage Area (HPSA) for both dental and mental health (Hawaii Primary Care Association, 2006). AMM is housed in the Palama Census Tract (#55) with 67% of residents falling into the Low- and Moderate- Income (LMI) category. Our patients come from areas including Mayor Wright Homes, Makaha, and Laie. Of the areas patients reside in, 52.6% to 90% of these populations are LMI.

5. Describe the geographic coverage.

AMM Dental Clinic serves the entire state, though a vast majority of our patients reside on Oahu. Our outreach efforts focus on the Kalihi-Palama area, but we treat

any Hawaii resident who qualifies for our services. Though our geographic boundaries are fairly large, we only accept those Hawaii residents that lack dental insurance and fall below 250% of the poverty level. As a result, 100% of our patients belong to the LMI group.

AMM believes that all people deserve high quality, professional health care regardless of ethnicity, religion, sexual orientation or the ability to pay. Keeping these values in mind, we feel all uninsured, underserved Hawaii residents should have access to our services so we do not limit our services to one geographic area.

Please see attached Census Tract Maps and Patient Distribution Map, which will illustrate the areas that utilize our services most. The majority of patients come from Kalihi-Palama and other areas with a high percentage of LMI residents. The most represented Census Tracts include:

Census Tract	Block Group Code	Name	%LMI
43	1	Punchbowl	66.9
48	2	Kamehameha Heights	58.7
50	1	Kuakini	52.6
50	2	Kuakini	57.7
52	1	Chinatown	78.2
53	1	Aala	68.2
53	2	Aala	66.0
54	1	Mayor Wright Housing	90.0
55	1	Palama	67.0
56	1	Kapalama	59.1
56	2	Kapalama	56.1
56	3	Kapalama	70.8
57	1	Iwilei-Anuenue	79.7
57	2	Iwilei-Anuenue	85.2
96.03	2	Maili	64.6
97.01	1	Waianae Kai	71.9
97.01	2	Waianae Kai	62.4
97.01	9	Waianae Kai	62.0
98.01	9	Makua Valley	61.2
98.02	1	Makaha	67.6
98.02	2	Makaha	61.0
98.02	3	Makaha	68.4
102.02	1	Laie	53.6
102.02	3	Laie	57.4

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. The applicant shall:

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

In September 2011, AMM completed expansion efforts including the installation of two additional dental chairs (for a total of four), extended operational hours and hiring a full-time dentist and dental assistant. Increasing our resources has set the stage for the only full-time, free dental clinic in the state. Eighteen volunteer dentists in partnership with our small dental staff enable AMM to double its impact in the community. Our free dental clinic provides care to an underserved group, all uninsured and without the means to pay for care. AMM's free basic dental services include cleanings, fillings, extractions, and emergency care. We also hired a dedicated outreach worker to strengthen our community impact.

To reach the goals for this project, AMM will perform these tasks:

Increase the Number of Poor and Needy Patients We Treat and Promote Community Awareness:

A 100% increase in patient visits may seem like a tall order, but we have hired a full-time dentist and added two new dental treatment rooms to achieve this goal. Along with the full-time dentist, our dedicated volunteer dentists and hygienists will continue to provide dental services to the underserved. We plan to increase patients' knowledge and acceptance of oral care through education efforts within our Dental Clinic. Patients are welcomed into our clinic and educated about their specific oral health needs by our dentists and hygienists. AMM utilizes the American Dental Association's Toothflix educational series to encourage improved oral health habits while in the waiting room.

In continuing with increasing the public's awareness of our dental clinic and the importance of good oral health, we will perform outreach and program activities in the community. To enhance our outreach efforts, AMM submitted two public awareness grant requests. We were honored to be selected to receive a free public awareness campaign from Ad2 Honolulu valued at up to \$1 million. Ad2 Honolulu is comprised of young marketing professionals dedicated to public service. We are on our way to educating the community on the resources available to them, while stressing the importance of good oral health. We believe our grassroots outreach efforts combined with this highly competitive and prestigious professional campaign launching in 2013 will effectively reach more residents.

Increase Targeted Outreach:

AMM will increase outreach to the Kalihi-Palama community including Mayor Wright Homes, Kuhio Park Terrace and Kamehameha IV Homes. To begin this effort, AMM hired a part-time Micronesian Outreach Worker in May 2012. In six short months, his accomplishments were remarkable reaching more than 2,600

people. Initially hired to reach the Micronesian community, he served as an advocate for the people in his community, translated materials, and helped AMM determine their barriers to health care. Through his interactions with the community, he recognized other cultural groups in need including the Chinese, Vietnamese, and Hawaiian populations; resulting in the expansion of AMM's outreach effort.

To increase targeted outreach, the Clinic Coordinator will track the highest ethnic groups served in the clinic on a regular basis so we can cater outreach efforts to those groups needing our services most. In 2011, Micronesians, Native Hawaiians and Filipinos were among the top 10 cultural groups served in the Dental Clinic. AMM received funding to expand our Micronesian Outreach Worker position to a full-time Outreach Coordinator in 2012. The Outreach Coordinator will continue to educate the Micronesian community while identifying and reaching other underserved groups.

AMM will continue to partner with low-income housing areas, schools, community centers, food distribution centers, and other support agencies. Using language, translated materials and culturally based outreach programs, we will provide basic information on oral health care, the importance of preventive maintenance, and the serious health implications of neglecting dental health. AMM will also distribute toothbrushes, toothpaste, or dental floss directly to families living in low-income housing areas including Mayor Wright Homes, Kamehameha IV Homes, and Kuhio Park Terrace.

In evaluating this program in 2011, we determined a new way to reach underserved populations by placing an emphasis on prevention, particularly with educating children. As a result of these findings, AMM developed the First Smile Program. Through 45-minute sessions, AMM will use hands-on activities to teach children about basic dental care. Expanding outreach to children provides AMM with the unique opportunity to reach a population that we have treated but never targeted before.

Building AMM Programs:

Led by community volunteer Lynn Watanabe, AMM launched pilot project Welcome Smile to provide temporary restorative dentistry to three women transitioning from incarceration into the community or rebuilding their lives after experiencing domestic abuse. According to Amy Agbayani, who is associated with the volunteers of the YWCA's Dress for Success Program, many women have access to clothes and instruction to help them get a job, however if their teeth are unsightly they often cannot get a job due to lack of confidence. Ongoing communication with organizations including Hilo Hattie, Target, and First Hawaiian Bank confirmed that employees are most successful when they feel confident in their smile.

AMM partnered with two referral agencies to identify Welcome Smile patients. Most patients require temporary prosthetic pieces that are not meant to be a permanent fix; instead the goal is to help women get established in the workforce, at which time they may seek permanent treatment. Sharon, a resident of a live-in transitional facility, was timid and ashamed to smile upon her first visit to AMM. She was missing the majority of her front teeth on the top and bottom of her mouth. A little over a month later, Sharon beamed with excitement, self-confidence, and a bright smile as she hugged the AMM dental staff to thank them for making a difference in her life. "There are no words to tell you how your generosity has uplifted my self-esteem. My spirit is soaring and I feel so blessed to have a new beautiful smile". Sharon's story is heartfelt and we are proud to report she has since transitioned successfully into the community.

Due to the success of the pilot project, AMM pursued and achieved funding to transform this community driven project into a full program treating three to four women per month in 2012. We have restored the smiles of 16 women to date with many others still in treatment. We also recruited two new referral agencies and one additional volunteer dentist to enable us to serve more Welcome Smile patients. AMM helps to rebuild the self-esteem of these women and increase the likelihood that they will find employment; in turn, decreasing the chances of returning to prison or to dangerous situations. Welcome Smile not only helps our program participants, however it also helps surrounding businesses as they seek new employees.

In 2011, it became apparent that AMM needed to place new emphasis on prevention. In reaching out to Likelike Elementary School's Health Nurse, AMM learned that many parents lacked basic knowledge of dental care for their children. We partnered with Likelike Elementary to hold a dental education session for parents and on that day, only one parent attended. Thinking quickly, Likelike Elementary was able to instead bring in a kindergarten class and children identified as having potential dental concerns. Our staff dentist and dental assistant educated students on how to brush and floss, when to go to the dentist, and identifying healthy snack options. It was then that AMM realized they would better serve parents through their children and First Smile was created.

First Smile is designed for Pre-School and Kindergarten students. AMM utilizes interactive presentations to educate children at an earlier age to create good oral health habits. In our first presentation at Likelike Elementary, AMM's dentist not only taught children how to take care of their teeth, but he also gave visual consultations to students identified as needing special attention and encouraged them to have parents bring them to our free clinic. According to the American Academy of Pediatric Dentistry's 2010 "Policy on School Absences for Dental Appointments", oral conditions that are undiagnosed and untreated can interfere with a child's ability to eat, sleep, or function well at home or at school due to discomfort and pain. Also, children with dental pain be withdrawn, irritable, or unable to concentrate. Through this program, AMM hopes to spare children from

the complications our adult patients face with proper oral hygiene. With a healthy mouth, children will be better prepared to succeed in school.

To strengthen the foundation of this new program, AMM sought out community volunteers with previous experience in children's dental health education. As a result, AMM developed a curriculum and recruited additional presentation volunteers from University of Hawaii's School of Nursing and School of Dental Hygiene. In 2012, AMM educated 489 children and 40 parents at 10 schools/youth programs including Likelike Elementary School, Fern Elementary School, and Kauluwela Elementary School. AMM continues to build partnerships with neighboring elementary schools and will begin presentations with HCAP Head Start classes in 2013. Additionally, AMM created packets for each student containing brushing instructions, children's activities, AMM Dental Clinic information for parents along with an adult toothbrush, and a child's toothbrush and toothpaste. With this packet, children are encouraged to practice good oral hygiene together with their parents.

Volunteer Recruitment:

Volunteer dentists are an essential component to Dental Clinic operations. We make every effort to seek out new volunteer dentists regularly. Our staff dentist also networks with other general dentists and specialists through face to face encounters and participation in dental study groups. AMM reaches out to the dental community through participation in professional conventions, seminars and presentations. As we add new volunteer dentists to our staff, AMM will continue to increase its capacity to treat patients. AMM will also utilize our existing volunteer base to connect with other people in the community with an interest in supporting our cause.

AMM has community partnerships with University of Hawaii School of Nursing and Dental Hygiene (UH Dental Hygiene), Kapiolani Community College Dental Assisting Program (KCC Dental Assisting), Lutheran Medical Center Pediatric Dentistry Residency Program (LMC Dental Residency) and Farrington High School Health Academy (FHA). New volunteers and even staff members have been recruited through these programs. Interestingly, our Clinic Coordinator Crystal Acosta, began as a volunteer through FHA, became our first full-time dental assistant, and was later promoted to her recent position.

Vital Training Facility at AMM:

Students from UH Dental Hygiene gain experience working in a dental facility by treating patients independently with approval of their work by AMM's staff dentist. The dentist will give students feedback on their work to help mold them into ethical, responsible, capable clinicians. Throughout the course of their curriculum at UH, hygiene students treat a patient's whole mouth in stages in a

16-hour time frame. To prepare students for work in an actual dental clinic, they are held to a one-hour time frame per patient at AMM.

For most KCC Dental Assisting students, this is their first exposure to the inner workings of a dental clinic. Students will rotate through the clinic and work as part of the dental team to assure clinic runs efficiently. Responsibilities include sterilizing instruments, set up and break down of dental operatories and chairs, shadowing, and when appropriate, assisting the dentist with procedures. One student per semester will complete a three week externship at AMM working full eight-hour shifts.

LMC residents are coming to AMM after already completing their general dentistry training. They rotate through AMM and low-cost clinics in order to experience different working environments for treating children. While working at AMM, residents do not have the luxury of using general anesthesia to sedate uncooperative children. As a result, the residents must learn to use alternative methods to calm difficult children in order to complete treatment. LMC residents enable AMM to specialize and provide dedicated pediatric dental care twice per month while they complete the final stages of their dental training.

FHA students get a glimpse of what it's like to work in a dental clinic so they can decide if they would like to pursue a career in the dental field. The students are given both clinical and administrative duties while volunteering at AMM. Their clinical duties include sterilizing instruments, set up and break down of dental operatories and chairs, and shadowing. FHA also spearheads a toothbrush drive their school to benefit children who participate in First Smile.

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

Timeline: 2013

- Recruit additional volunteer dentist to treat Welcome Smile patients (January)
- Translated Clinic flyer received in Chinese and other languages as available (January)
- Promotional Events including Dental Day and Street Promotion launching free public awareness campaign from Ad2 Honolulu (February)
- Send information of services to community health centers, service organizations, Department of Health, and Emergency Hospital Rooms (January, April, July, October)
- Send quarterly newsletter to volunteers, donors, and grantors (March, June, September, December)
- Hold First Smile presentations for 5 – 10 schools (January – June)
- Hold AMM 30th Anniversary Event, including publicity and public awareness efforts (May)

- Recruit 1 new volunteer dentist and/or hygienist to enable AMM to serve more patients (June)
 - Establish 1 new Welcome Smile referral agency (June)
 - Hold Annual Program Meeting to connect with other organizations (November)
 - Recruit 1 new volunteer dentist and/or hygienist to enable AMM to serve more patients (December)
 - Public Awareness and Re-branding Campaign – 2013 free advertisements (Ongoing for one year)
 - Track monthly patient demographics including age, gender, ethnicity, walk-in patient, pain-related emergency, etc. (Ongoing/Monthly)
 - Treat up to 4 women per month through Welcome Smile program (Ongoing/Monthly)
 - Outreach into the Micronesian community and expansion to other cultural groups (Ongoing)
 - Participate in health fairs, Rotary and civic club speaking engagements, and other events to create awareness and increase the number of patients utilizing our free dental services (Ongoing)
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

Quality Assurance:

The Dental Clinic has a Quality Assurance (QA) Program in place to ensure the delivery of high quality services. The QA Program also serves to evaluate that the Clinic functions (i.e. administrative, personnel, and clinical) at the most effective level possible to ensure the maximum protection of clients, staff, volunteers, and the Clinic as a whole. Our QA Program is one of the most important aspects of AMM's Risk Management Plan. Other components presently in place include:

1. Health Care Practitioner Credentialing and Privileging Process
2. Patient Care Protocols
3. Employee Handbook
4. Volunteer Policies and Procedures
5. Peer Review Process
6. Clinic Guidelines
7. Compliance with Health Information Portability Accountability Act (HIPAA)
8. Compliance with Occupational Safety and Health Administration (OSHA) requirements

Evaluation Plan:

In order to evaluate how well we have reached out to the Kalihi-Palama community and the rest of Oahu, we will track the number of patients we treat at the Honolulu Dental Clinic, along with other basic demographics (age, gender, ethnicity, etc) on a monthly basis. Comparison of numbers from previous years will allow us to determine if we were able to increase the number of patients we serve by 100%. We will also demonstrate the patients' oral health knowledge through the use of random surveys given after dental treatment. The Clinic Coordinator oversees clinic operations with the Executive Director, Operations Manager, and Clinic Director monitoring our progress and ensuring we are on track. The evaluation team will also include the Volunteer Dental Director, Staff Dentist, and Hawaii Programs Committee Chair.

We will evaluate how successful our outreach efforts have been by tracking how many participants were directly informed about proper oral health and our services through outreach presentations, as well as how many were indirectly reached through the use of flyers and brochures sent home with each outreach participant. We will track the participants through the use of a summary sheet to be completed for each class held, with the intent of holding 2-3 classes a month at the local elementary schools and community centers. To assist with the implementation and continuation of the outreach program, we will recruit and train 5-10 community volunteers. Our planning committee has many ties with the community and will continue to search for potential volunteers. We are also regularly contacted by community volunteers interested in our organization and those who are qualified, will be recruited for this program.

The Welcome Smile program success will be evaluated by monitoring the number of women we are able to treat each month. In order to assess the impact our project has had, we will be consulting with each woman's referring agency to determine if the women were able to secure jobs after their dental treatment. We have implemented additional follow-up with a short survey to be completed by the patient three months following treatment and returned directly to AMM.

We will continue to nurture our existing relationships with training facilities and look toward accommodating additional students from their programs as our patient flow increases. We also hope to recruit at least 2 more volunteer dentists and/or hygienists to assist in treating the uninsured of Hawaii. In order to locate these providers, we will network by attending conventions, seminars and presentations within the dental community. Our staff dentist will also introduce himself and our clinic to other general dentists and specialists through face to face encounters and participation in dental study groups. By getting the word out about AMM at these types of functions, we are not only increasing awareness of our project but also solidifying the importance of our cause.

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 clinic objectives will serve as the measures of effectiveness for this program.

1. Increase the number of patients served by 100% (from activity prior to expansion 1,561 to 3,122 total)
2. Demonstrate an increased knowledge and acceptance of oral health care by surveying 50% of patients treated
3. Conduct 2-3 outreach classes per month
4. Recruit 5-10 volunteers to assist with the outreach activities
5. Reach 3,500 underserved through community outreach
6. Fit at 3-4 women per month with temporary partial dentures
7. Train at least 36 students/residents in delivering oral health care
8. Recruit at least 2 dentists and/or hygienists to volunteer in the dental clinic

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

Please see attached budget forms.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2014.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
33,450	15,582	26,164	72,859	148,055

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2014.

List of funds received or pending during fiscal year 2014:

HMSA Foundation \$7,928 – Status received
 Chamber of Commerce Public Health Fund \$8,044 – Status received
 CDBG \$285,161 – Status pending
 Hawaii Women’s Legal Foundation \$4,000 – Status to be requested

The total cost to operate the Dental Clinic is \$468,759. Funds in this request do not overlap with the sources listed above. This request includes funds not covered by other sources only. To raise the additional funding required to operate the Dental Clinic, AMM will actively seek funding opportunities. Additional fundraising efforts include:

1. 30th Anniversary Gala, May 2013
 2. Annual fundraising conducted by officers and board members of Aloha Medical Mission, including quarterly, small donor gatherings to encourage donor support
 3. Mail appeal twice per year to supporters and potential supporters of Aloha Medical Mission
 4. Continuous grant writing to private foundations within and outside of the State of Hawaii
 5. Specific organizations/agencies conducting fund raising for the benefit of Aloha Medical Mission. Example: GiveAloha Foodland Fundraiser, 3rd party events
 6. United Way and CFC funding
 7. Identify governmental (state and federal) funding for Aloha Medical Mission Free Dental Clinic
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.

Not Applicable

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.

AMM has been providing healthcare across the world since 1983. Recognizing the importance of bringing healthcare home, AMM has provided the utmost quality dental care for our community for more than 10 years. Our Volunteer Dental Director, Dr. Kerry Ishihara, has been practicing dentistry for more than 29 years. Our Clinic staff also stays current in dental best practices and the latest technology through participation in the annual Hawaii Dental Convention.

The Dental Clinic operates with 1 full-time dentist, 18 volunteer dentists, 1 full-time dental assistant, 2 part-time dental assistants, 1 receptionist, and 1 Clinic Coordinator under the direction of the Executive Director and Volunteer Dental Director. In addition, outreach and program efforts are managed by the Program Director and Outreach Coordinator. AMM also serves as a vital training facility by preparing our future dental health professionals from the University of Hawaii Dental Hygiene Program, Kapiolani Community College Dental Assisting Program, Lutheran Medical Center's Pediatric Dentistry Residency Program, and Farrington Health Academy.

In 2012, AMM increased the number of patient visits by 20% over last year for a total of 1,959 visits. Our patients ranged from age 2 to 82. Native Hawaiian, Filipino, and Micronesian were among the top 10 cultural groups served. Although we do not have contracts, we have received ongoing support from HDS Foundation, HMSA Foundation, and HEI Charitable Foundation. This support is verifiable and we are proud to partner with these organizations to provide free services for those who would otherwise not have access to dental care.

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. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

Aloha Medical Mission Dental Clinic celebrated ten years at the Palama Settlement in May 2012. The Dental Clinic is housed in the first floor of the former Corbett House. Renovated in 2001 with a grant from the Weinberg Foundation and again in 2011 with a grant from the Clarence T.C. Ching Foundation, the Clinic facility consists of 4 dental treatment rooms. The dental units make use of a licensed (by the Department of Health) x-ray machine, large waiting room, and sterilization and supply area.

There is one administrative office for the Executive Director, Operations Manager, and Overseas Missions Coordinator. In addition, there is one clinic office for the Clinic Coordinator and Program Director and one small office for the staff dentist. The facility also includes an ADA compliant entrance with a handicap parking space and handicap accessible bathroom.

The Dental Clinic is open Monday through Friday from 8 am to 5 pm with evening hours one to two evenings per week for a total of six. The Dental Clinic is prepared to double its capacity with two new dental treatment rooms for a total of four. With extended hours, 18 volunteer dentists, and a new full-time dentist, AMM is now able to accept walk-in patients and dental emergencies

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.

Susan J. Hughes serves as AMM's Executive Director. Susan has 25 years experience as non-profit executive including work with Hawaii Island Chamber of Commerce, MainStreet Pahoehoe, Hawaii Island Adult Daycare, American Diabetes Association, and Habitat for Humanity. She oversees AMM including Hawaii's Only FREE Dental Clinic and overseas medical missions. Susan is a Weinberg Fellow and Graduate Fellow. The Dentist, Clinic Coordinator, and Program Director report to the Executive Director. *No request for this position.

Brendt Lum, D.D.S recently graduated from Creighton University School of Dentistry. He is licensed in the states of Hawaii and has his doctorate in Dental Surgery. He was hired as AMM's first full- time dentist at our clinic providing oral health education and services to our clientele. He is also responsible for recruiting, training and overseeing our volunteer dental personnel.

Crystal Acosta began her journey with AMM as a student volunteer from the Farrington Health Academy in 2006. Since 2007, Crystal has worked as a dental assistant for AMM and in June 2012, she was promoted to Clinic Coordinator. She is in charge of patient care, ensuring they feel welcomed, comfortable and their needs are met in receiving necessary oral health services. She works with over 40 volunteer dentists, assistants, and hygienists, coordinating their training, credentialing and professional oversight. She also runs 6 evening clinics per month. The Dental Assistants and Receptionist report to the Clinic Coordinator.

Linh Pham, Kiana Imperial and Nancy Ortiz comprise our dental assistant staff. They assist our dentists in the direct provision of dental services to the patients of our clinic. They have the most contact with our clients, answering questions, giving directions and ensuring patients are comfortable and aware of what to expect with their care.

Ui Saleimoa-Kekahu is our full time receptionist, greets and checks in patients, answers phones, appointment scheduling and maintains patient records.

Melissa J. Chaltron received her bachelor's degree in Speech Communication and has 8 years of experience in non-profit fundraising. She has worked in development and programs for the Arthritis Foundation, American Diabetes

Association, and University of South Florida. She has been the Program Director of AMM since July, 2011. She manages existing and new programs, including all outreach efforts. She coordinates with agencies and schools to coordinate outreach presentations and also participates in the presentations working directly with the people we serve. In addition, she assists in fundraising efforts for the Dental Clinic. The Outreach Coordinator reports to the Program Director.

Itoshy Ruben serves as AMM's Outreach Coordinator. His outreach work began with Catholic Charities where he worked for 8 years as an Employment Specialist. He interfaces with the community and the clinic's Chuukese patients, providing education, interpretation and navigation of oral health services. He also translates educational materials from English to Chuukese and assists in program efforts. He has recognized additional cultural groups in need and initiated outreach to other groups including Chinese and Vietnamese immigrants.

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.

Please see attached organization chart.

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.

Not Applicable

B. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

Radiation Facility License
CPR/AED Certification
DEA (Drug Enforcement Administration) Registration
Malpractice Insurance Protection- FTCA Coverage for AMM dental volunteers
Current State of Hawaii Dental License
Annual OSHA and HIPAA Certification

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2013 to June 30, 2014)

Applicant: Aloha Medical Mission

BUDGET CATEGORIES	Total State Funds Requested (a)	HMSA (b)	Chamber of Commerce of HI (c)	(d)
A. PERSONNEL COST				
1. Salaries	117,822	14,793	8,044	
2. Payroll Taxes & Assessments	15,893			
3. Fringe Benefits	14,340			
TOTAL PERSONNEL COST	148,055	14,793	8,044	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	148,055	14,793	8,044	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	148,055		808 380 7668	
(b) HMSA	14,793		Phone	
(c) Chamber of Commerce of HI	8,044		Jan. 30, 2013	
(d)			Date	
TOTAL BUDGET	170,892	Operations Manager Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Aloha Medical Mission

Period: July 1, 2013 to June 30, 2014

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Dentist	1	\$120,000.00	25.00%	\$ 30,000.00
Dental Assistants	2	\$51,420.00	1.25%	\$ 642.75
Clinic Coordinator	1	\$40,000.00	59.50%	\$ 23,800.00
Program Director	1	\$50,000.00	91.70%	\$ 45,850.00
Receptionist	1	\$24,960.00	27.20%	\$ 6,789.12
Outreach	1	\$30,000.00	35.80%	\$ 10,740.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				117,821.87
JUSTIFICATION/COMMENTS: Percentage of salaries above are based on our funding needs not covered by other sources. The total annual salary budget for our Dental Clinic for the above time period is \$316,380.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Aloha Medical Mission

Period: July 1, 2013 to June 30, 2014

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

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

BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: Aloha Medical Mission

Period: July 1, 2013 to June 30, 2014

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2011-2012	FY: 2012-2013	FY:2013-2014.	FY:2013-2014	FY:2014-2015	FY:2015-2016
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants and subsidies 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 or subsidy 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 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.
- 2) 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 or subsidy is awarded shall be conducted or provided.
- 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.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants or subsidies 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.

Aloha Medical Mission

(Name of Applicant Organization)

1/31/13
(Date)

Executive Director

(Title)



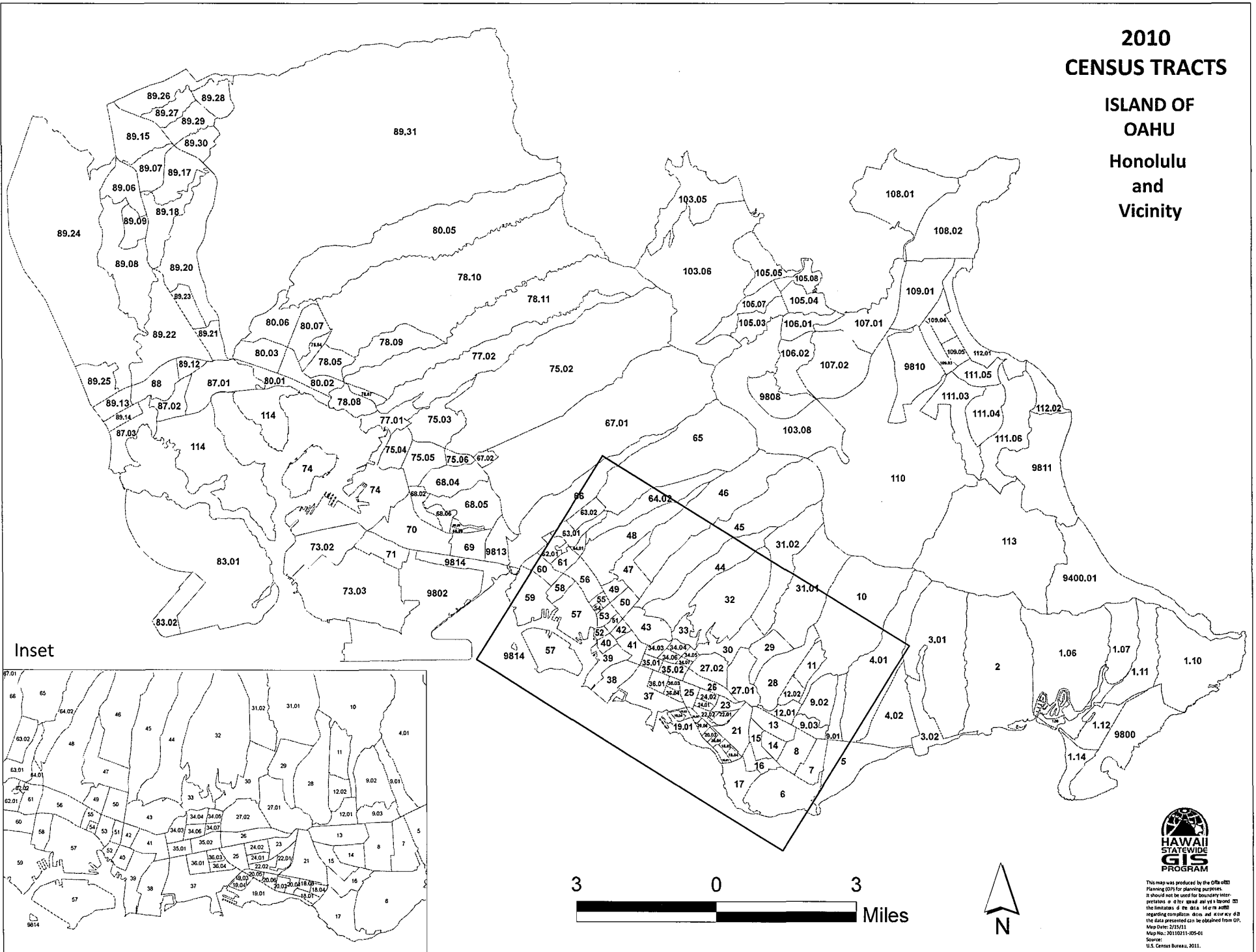
**Aloha Medical Mission
Application for Grants and Subsidies
January 31, 2013**

Attachments

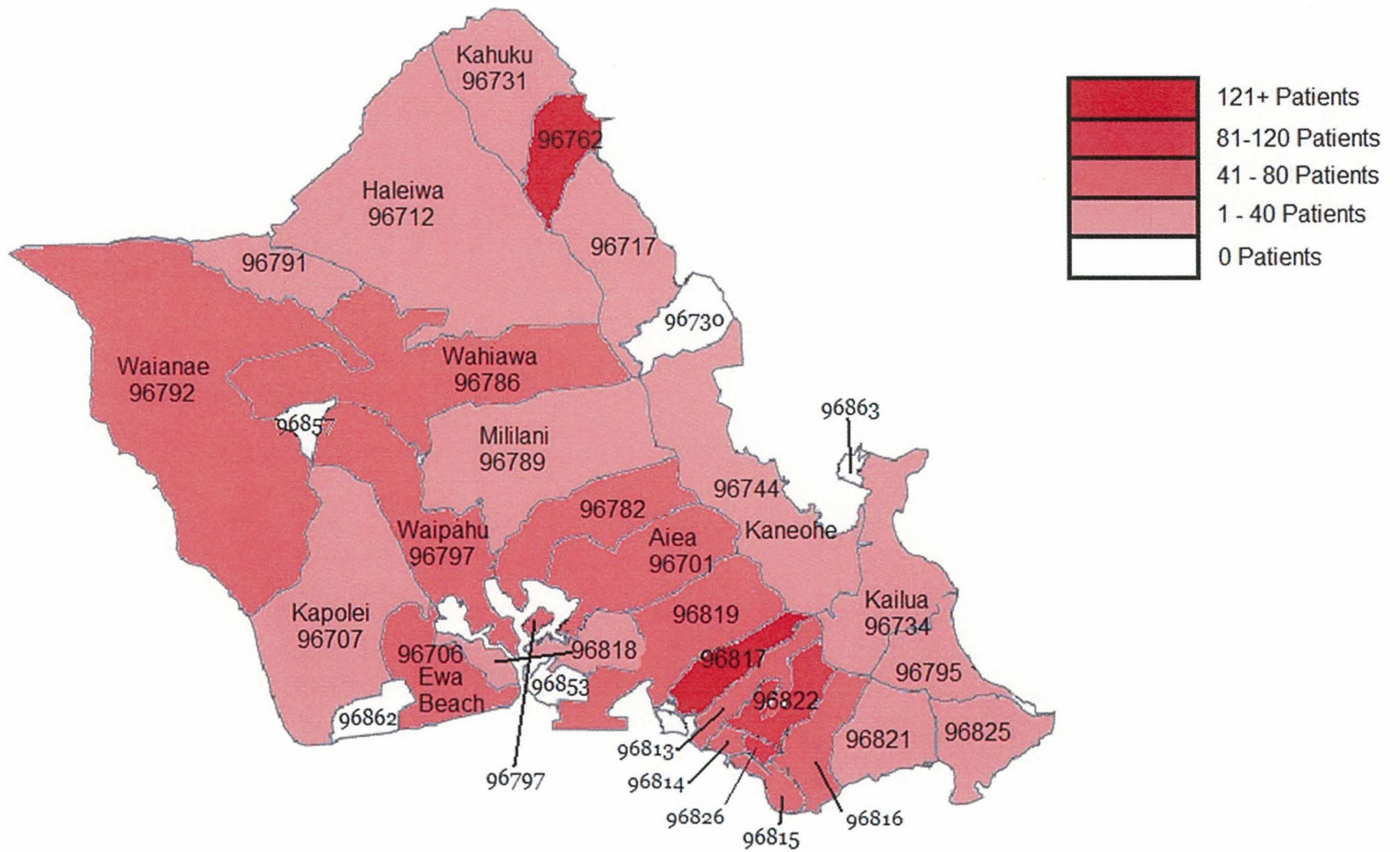
- 1. 2010 Census Tract Map**
- 2. Patient Distribution Map by Zip Code**
- 3. Aloha Medical Mission Organizational Chart**

2010 CENSUS TRACTS

ISLAND OF
OAHU
Honolulu
and
Vicinity



This map was produced by the Office of Planning (OP) for planning purposes. It should not be used for boundary interpretation or other legal purposes. The limitations of the data are noted regarding compilation date and accuracy. All data presented can be obtained from OP.
Map Date: 2/15/11
Map No.: 20110111-05-01
Source: U.S. Census Bureau, 2011.



ALOHA MEDICAL MISSION CLINIC ZIP CODE DISTRIBUTION



Organizational Chart 2013

Board of Directors
Bradley Wong, MD
President

