

House District 24

Senate District 12

THE TWENTY-SEVENTH LEGISLATURE
APPLICATION FOR GRANTS AND 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:
Planned Parenthood of Hawaii

Dbas:

Street Address: 1350 S. King Street, Suite 309, Honolulu, HI 96814

Mailing Address:

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ANDREA ANDERSON

Title CEO

Phone # 808-589-1156 ext 1223

Fax # 808-589-1404

e-mail aanderson@pphi.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:

Planned Parenthood of Hawaii (PPHI) Organizational Capacity Building Project

4. FEDERAL TAX ID #: [REDACTED]

STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 250,000.00

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 \$ _____

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ 53,500

ANDREA ANDERSON, CEO
NAME & TITLE

1/31/14
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;

Planned Parenthood of Hawaii (PPHI) was founded in 1966 by a dedicated group of doctors and nurses who saw a need on the islands for affordable and effective reproductive health care services. Their vision and goals continue to inspire our efforts to serve the people of Hawaii. We are committed to offering affordable, confidential, and compassionate sexual health care, education, and advocacy to Hawaii's residents. PPHI is an affiliate of and is accredited by Planned Parenthood Federation of America (PPFA).

Our mission is to provide the people of Hawaii with exceptional sexual and reproductive health care and education, through fearless advocacy and compassionate, affordable services.

PPHI helps women, men, and teens maintain their health, safeguard their fertility, and avoid unintended pregnancy. We offer the full range of comprehensive family planning services, including all FDA-approved contraceptive methods, counseling, and education. We offer adolescent counseling, including abstinence, encouraging parental involvement, resisting sexual coercion, mandatory reporting laws, and safer sex. We provide Pap smears for cervical cancer screening; gynecological exams; breast exams; male services, including testicular exams; and medical services for transgender persons. We screen for and treat STDs, including Rapid HIV testing.

Our Education & Training Department provides comprehensive, medically accurate sexuality education and training to students, parents, teachers, and other youth-serving professionals in the community. As the leading advocate for reproductive rights and access to reproductive and sexual health care in the state of Hawaii, we serve as an information resource for the media and for policymakers statewide.

PPHI operates four Health Centers, in Honolulu, Kailua Kona, Lihue, and Kahului. In the past year alone, PPHI served more than 8,800 individuals in approximately 15,000 separate visits to our clinics. PPHI educators reach over 6,000 students, parents, teachers, and youth-serving professionals at more than 40 schools annually, helping young people and their families make healthy, responsible choices regarding relationships and their sexuality.

About 70 percent of our patients are low to moderate income and therefore eligible to receive family planning services at low to no cost, subsidized by the federal Title X program. We routinely provide family planning services to underinsured and noninsured persons, persons with low income, immigrants, males, adolescents, at-risk youth, and persons with Limited English Proficiency.

2. The goals and objectives related to the request;

In November 2013, the PPHI Board of Directors approved a new Strategic Plan that will guide our business plan over the next three to five years. Implementation of the Strategic Plan commenced in January 2014.

Relevant to this request, Strategic Goal One commits the organization to:
Find an optimal model for offering services under the Affordable Care Act (ACA).

The Affordable Care Act expands sexual and reproductive health (SRH) coverage as well as Medicaid eligibility. This is a welcome benefit to society which puts added pressure on SRH providers in terms of patient load. Even before the rollout of ACA, Planned Parenthood of Hawaii had already seen an increase in patients who have lost their health insurance due to economic reasons.

A critical note under The Affordable Care Act is that providers are required to implement an electronic medical records system.

To comply with ACA and to achieve our mission of access to quality sexual health care for all, our Board has determined that PPHI needs to move its Health Center in Honolulu to a facility that allows us to effectively implement technological enhancements and better align with the needs of the community.

The Organizational Capacity Building Project is the essential first step in meeting the Strategic Goal One, optimizing our service model under ACA.

The objectives of the Organizational Capacity Building Project are:

- **To improve the patient experience with modern, spacious offices, convenient parking, and easy access to bus lines.** PPHI is evaluating three prospective locations in central Honolulu for the new Health Center, each of which would provide approximately 20 percent more space than our current location. A larger health center will improve patient management efficiencies, decrease wait times, improve care coordination and allow us to better help patients navigate the health care system.
- **To implement electronic medical record-keeping (EMR) in compliance with ACA.** We are required to have EMR in place by 2015 in order to retain accreditation with PPFA. Our current building has inadequate wiring and infrastructure for EMR.
- **To more effectively attract insured and paying clients.** Simply put, broadening our market to bring in more paying clients allows us to serve more poor and indigent clients. Our current Honolulu Health Center is in a building with mold problems, does not have hot water, it offers only limited parking, and is located in a neighborhood that is a center for gang activity. The building and its location discourage prospective clients from accessing our services.
- **To expand our capacity to serve the community's needs as they change with ACA over time.** A larger office will provide more space for our current operations and will allow us to meet the community's needs as they change. Our array of reproductive and sexual health services will increase, for example, to respond to the needs of pre and post menopausal women, expand male services, and support transgender individuals' health care.

PPHI is aligned with the greater goals of the Affordable Care Act, to enhance quality of care and service to patients, reduce costs overall, and improve health outcomes in communities.

3. The public purpose and need to be served;

The use of SRH services is projected to grow between 10 and 20 percent by 2020, according to a 2012 report from the RAND Corporation. This growth is driven largely by changes in the racial/ethnic make-up of the population of women of reproductive age. It is also an effect of ACA, which increases demand for reproductive services because more people will be eligible for coverage.

With the prevalence of the tourist industry, it's reasonable to expect that visitors to nearby Waikiki Beach and cruise ships, for example, who need services will likely look to Planned Parenthood -- based on name recognition alone. PPHI is perfectly poised to meet the increased demand from patients at all levels of coverage:

- a) **Insured patients:** Many health insurance plans include Planned Parenthood as an in-network provider, so women can use their insurance at our Health Centers and receive benefits like annual well-woman exams and birth control covered for free, with no copay.
- b) **Medicaid recipients:** Most women on Medicaid already have access to contraception without co-payments. However, the new health care law expands the group of people who are eligible for Medicaid and requires that this new group of Medicaid enrollees have access to the preventive health services, including the full range of contraceptive coverage, without cost sharing. Many health care providers cap the number of Medicaid patients they will see, but Planned Parenthood does not. This is despite the fact Medicaid reimbursements do not cover the cost of providing health care.
- c) **Uninsured patients:** Under ACA, Planned Parenthood of Hawaii continues to provide services at low or no cost to uninsured patients. We are the lowest-cost resource for Family Planning Services and by far the most inexpensive provider for abortion services.

Honolulu needs a safe, convenient, accessible location for its Planned Parenthood affiliate. Each of the three proposed sites for the new Health Center is located in central Honolulu. Based on the need and feedback from existing patients in our annual survey, we need to stay in town and expand in the future.

Honolulu continues to have an unmet need for affordable and accessible reproductive care, family planning services, and healthy sexuality education. A larger, more modern space with adequate parking will result in a better experience for our patients, and will help us to provide new services as they develop during Years Two and Three of the Strategic Plan. PPHI is a safety-net provider and serves thousands of patients who would otherwise not receive affordable, high-quality health care.

4. Describe the target population to be served; and

The vast majority (70%) of our clients are low-income. The population we serve is growing and becoming more diverse, with an increase in non-U.S. citizens.

5. Describe the geographic coverage.

As the only PPHI Health Center on Oahu, our Honolulu Health Center will serve the entire island.

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

2014

Q1: Evaluate proposed sites. Complete Letter of Intent by end of Q1.

Q2: Finalize plans for new space. Launch capital campaign.

Q3 through Q4: Construction of the new space.

2015

January-February: Move into new space.

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

Andrea Anderson, President and CEO, will be overseeing the entire project. Jim Gagne, VP of Finance and Business Operations, will manage the day to day operations for all phases of the project. Construction will start when 75% of the project funding has been raised but no later than September 2014.

Construction will be completed in January 2015, allowing us to move in phases.

The moving process will proceed in phases, in the following order:

(1) Administrative staff

(2) New equipment for Health Center

(3) Final Health Center necessities (patient files and equipment that needs daily access) moved on a weekend

We expect to be closed for only one week maximum to move.

We also have the benefit of our National office that has entire departments allocated to assist affiliates with moves and builds and ensure that we are fully in compliance with medical protocols and guidelines.

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.

Our Board will be evaluating the overall project as presented to them by President & CEO Andrea Anderson. There will be building permits secured from the city for the construction. There will be collaboration with Planned Parenthood Federation of America on clinic plans, but no specific approval process.

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 2015.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$125,000	\$125,000			

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2015.

- \$50,000 (committed pledge from an individual major donor to launch capital campaign in March 2014)
- \$3,500 Ellen M. Koenig Fund

The remaining \$196,500 will be raised from individual donations from the capital campaign.

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.

No tax credits received or applied for.

5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2013.

\$2,050,683

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.

The Capital Campaign Committee will include key PPHI executives and Board members:

Andrea Anderson, CEO

Jim Gagne, VP

Lisa Freudenberger, Director of Development

Joanna Amberger, Board of Directors President

Kay Haring, Board Member

Andrea Anderson played a key role in the \$3.8M capital campaign for her previous employer, Planned Parenthood of Southwest Michigan. She assisted

with fundraising, building projects, overseeing all aspects of finishes from flooring to lighting to furniture.

Jim Gagne was construction manager for the Nanakuli Clubhouse for Boys and Girls Club in 2007-2009 and successfully brought in, within budget, a \$5 million Gold LEED Certified building.

Joanna Amberger is a financial consultant and CEO of 3 Financial Group.

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.

Three buildings in central Honolulu are being considered for our relocation. Each is about 20 percent larger than our current facility and includes 16 employee parking spaces. We will be leasing the space and then constructing new facilities, which will be ADA compliant.

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.

Andrea Anderson will oversee the project and lead the capital campaign, assisted by Director of Development Lisa Freudenberger and Board President Joanna Amberger. Andrea has over 18 years of managerial and supervisory experience in for-profit and non-profit companies. Her financial oversight skills include developing and managing agency, department and program budgets. She is an experienced fund-raiser from federal, state, individual, corporate, foundation, and faith-based sources.

Jim Gagne has managed financial and program management operations for nonprofit organizations since 2005. His most recent position was COO with Boys and Girls Club of Hawaii (2007-2013), a \$5M nonprofit agency where his responsibilities included financial management risk management, facilities, IT, HR, and grant management. He has JD and MBA degrees.

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.

See attached organizational chart.

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

President and CEO - \$108,000

VP of Finance and Business Operations - \$82,000

Director of Development - \$76,000

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.

We receive accreditation by PPFA and are licensed by the state. We operate under the medical license of Dr. Ann M. Rahall, MD, Obstetrics and Gynecology.

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2014 to June 30, 2015)

Applicant: Planned Parenthood of Hawaii (PPHI)

BUDGET CATEGORIES	Total State Funds Requested (a)	Major Donor (b)	Ellen Koenig Fund (c)	Individuals (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES	40,000			40,000
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	210,000	50,000	3,500	156,500
TOTAL (A+B+C+D+E)	250,000	50,000	3,500	196,500
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	250,000	Jim Gagne, VP 808.589.1156 x1241		
(b) Individual Donor	50,000	Name (Please type or print) _____ Phone _____		
(c) Ellen M. Koenig Fund	3,500	Signature of Authorized Official _____ Date 1/31/14		
(d) Capital Campaign	196,500	Andrea Anderson, President and CEO		
TOTAL BUDGET	500,000	Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Planned Parenthood of Hawaii

Period: July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Recovery room chairs	6	\$667	\$ 4,000.00	\$ 4,000
Phlebotomy chair for lab	1	\$1,000	\$ 1,000.00	\$ 1,000
Autoclave	1	\$4,000	\$ 4,000.00	\$ 4,000
Centrifuge	1	\$300	\$ 300.00	\$ 300
Hemopoint/Hemocue	1	\$1,000	\$ 1,000.00	\$ 1,000
Exam tables	2	\$6,000	\$ 12,000.00	\$ 12,000
Chairs for waiting room/exam rooms/breakroom	30	\$167	\$ 5,000.00	\$ 5,000
End tables for waiting/recovery room	5	\$200	\$ 1,000.00	\$ 1,000
Desks for call center	3	\$500	\$ 1,500.00	\$ 1,500
Desks for recovery room and MD/NP office	2	\$500	\$ 1,000.00	\$ 1,000
Chairs for front desk/office/recovery room	8	\$188	\$ 1,500.00	\$ 1,500
Rolling stools	6	\$83	\$ 500.00	\$ 500
Medical record storage	1	\$5,000	\$ 5,000.00	\$ 5,000
Pamphlet/brochure display	1	\$250	\$ 250.00	\$ 250
TVS, Waiting/Recovery Rooms	2	\$800	\$ 1,600.00	\$ 1,600
Scrubs	30	\$33	\$ 1,000.00	\$ 1,000
Ultrasound	1	\$15,000	\$ 15,000.00	\$ 15,000
desks, cabinets, chairs			\$ 20,000.00	\$ 20,000
breakroom table/kitchen appliances			\$ 2,500.00	\$ 2,500
artwork for offices/health center			\$ 1,850.00	\$ 1,850
TOTAL:	101		\$ 86,000.00	\$ 80,000
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
n/a			\$ -	
TOTAL:				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant:Planned Parenthood of Hawaii (PPHI)

Period: July 1, 2014 to June 30, 2015

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2012-2013	FY: 2013-2014	FY:2014-2015	FY:2014-2015	FY:2015-2016	FY:2016-2017
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION		\$ 53,500	\$ 210,000	\$ 156,500		
EQUIPMENT			\$ 40,000	\$ 40,000		
TOTAL:			\$ 250,000	\$ 196,500		
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.

PLANNED PARENTHOOD OF HAWAII

(Typed Name of Individual or Organization)

(Signature)

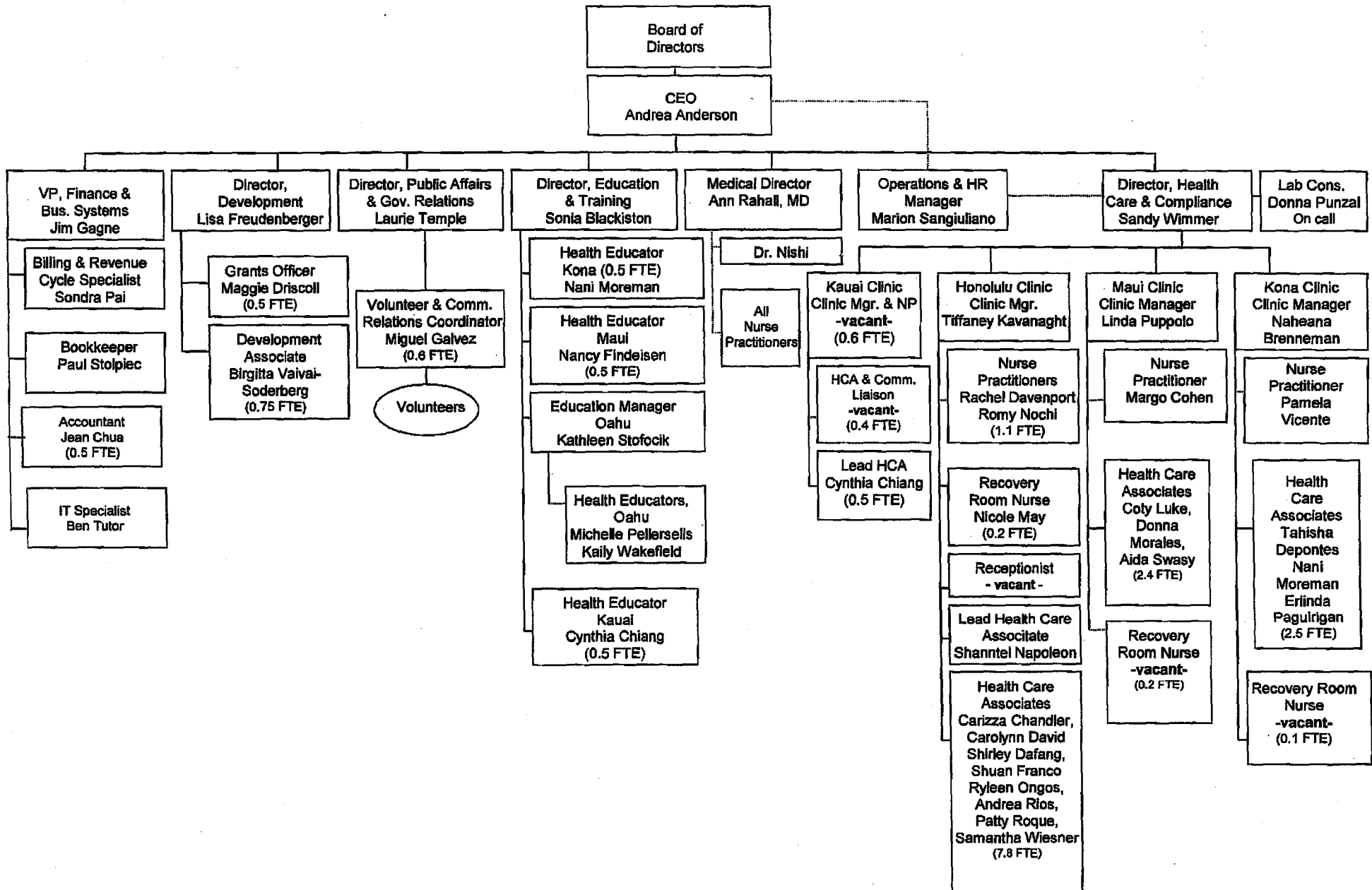
ANDREA ANDERSON

(Typed Name)

(Date)

1/31/14

(Title)



*All positions are 1.0 FTE unless otherwise noted

PPHI 01/2014