

House District \_\_\_\_\_

Senate District \_\_\_\_\_

THE TWENTY-EIGHTH LEGISLATURE  
APPLICATION FOR GRANTS  
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: \_\_\_\_\_

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

"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.

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

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

HAWAII STATE DEPARTMENT OF HEALTH, COMMUNICABLE DISEASE DIVISION

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

LIFE FOUNDATION

Db/a:

Street Address: 677 ALA MOANA BLVD, SUITE 226  
HONOLULU, HI 96815

Mailing Address:

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name PAUL GROESBECK

Title EXECUTIVE DIRECTOR

Phone # (808) 853-3234

Fax # (808) 521-1279

E-mail pgroesbeck@lifefoundation.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- OTHER
- SOLE PROPRIETORSHIP/INDIVIDUAL



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6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Through the Kua'ana Project, Life Foundation, Hawaii's oldest and largest AIDS organization, will attempt to lessen the negative impact of societal intolerance of one part of our community through public education and a wide array of services for transgender people throughout the islands.

4. FEDERAL TAX ID # \_\_\_\_\_

5. STATE TAX ID #: \_\_\_\_\_

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2016: \$ 150,000

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 \$ \_\_\_\_\_

FEDERAL \$ \$53,430 THROUGH HAWAII ATTORNEY GENERAL'S OFFICE

COUNTY \$ \_\_\_\_\_

PRIVATE/OTHER \$ \_\_\_\_\_

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

\_\_\_\_\_  
AUTHORIZED SIGNATURE

PAUL GROESBECK, EXECUTIVE DIRECTOR  
NAME & TITLE

JANUARY 28, 2015  
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;

Life Foundation is Hawaii's oldest and largest AIDS organization, established more than thirty years ago to confront the looming AIDS epidemic. Currently, Life Foundation programs fall into three general areas: HIV prevention services, HIV care services and at-risk groups support services. This application relates to that latter program area.

Life Foundation was the first response to AIDS in Hawaii and, throughout the past three decades has anticipated and responded to the changing nature of AIDS. Life Foundation was the first program in the nation to take AIDS education into schools; the first in Hawaii to implement a sterile needle exchange program and the first to begin HIV rapid testing on a widespread basis.

Life Foundation's HIV care services department has provided case management for over 3,000 HIV positive people and currently assists 725 clients in their efforts to survive AIDS. Our HIV prevention services include peer-to-peer HIV risk reduction outreach and rapid testing for HIV and Hepatitis C. In the past year, more than 2,500 HIV tests were administered at the Life Foundation site office and remote sites throughout Oahu.

At-risk programs recognize that there are segments of our community that are extremely vulnerable not just to HIV infection but to bullying, intimidation, ridicule and discrimination. As we identify these high-risk groups, we are implementing programs to support them. For example, two years ago, Life Foundation established GSA Hawaii, a project to establish and nurture Gay-Straight Alliances at Hawaii high schools and colleges. Currently, there are 32 GSAs in local public and private schools.

The Kua'ana Project, which is the topic of this GIA application, is Life Foundation's effort to provide a full range of services to transgender people in Hawaii.

2. The goals and objectives related to the request;
  - a. **GOAL:** Outreach to transgender women who engage in survival sex to help them understand that their lives have value and that they don't have to buy shelter, food or love with their bodies. **OBJECTIVE:** To send project staff at least once a week to each site frequented by transgender prostitutes to build trust and inform them of services available from the Kua'ana Project.
  - b. **GOAL:** Training and assistance to help transgender people return to school, gain employment skills and learn how to acquire and keep a job. **OBJECTIVE:** Develop and implement a skills building program tailored to the needs of transgender people who have been away from the education system for a while.
  - c. **GOAL:** HIV risk reduction outreach, rapid HIV and Hepatitis C testing and linkage to and retention in care through case management for people who test positive for HIV. **OBJECTIVE:** Make rapid HIV testing available from mobile vans anywhere on Oahu where transgender people gather and take steps to encourage HIV positive transgender people to enroll in Life Foundation case management and, as a result, consistently adhere to a lifesaving healthcare regimen.
  - d. **GOAL:** Referral to healthcare resources such as experienced doctors that relate to transgender health and body image issues. **OBJECTIVE:** Identify all current local providers of healthcare to transgender people and establish a referral network to these providers, especially those who are willing to prescribe and provide hormone treatments.
  - e. **GOAL:** Capacity building training regarding transgender issues for police, ambulance and emergency room personnel and other healthcare providers to enhance their ability to interact professionally with transgender people. **OBJECTIVE:** That first responders in each county receive culturally competent training about transgender issues so that transgender people who need emergency assistance do not hesitate to call for help for fear that they will be treated with disrespect by responding personnel.
  - f. **GOAL:** A public awareness campaign to educate the general public about transgender issues. **OBJECTIVE:** Increased awareness, exposure to positive transgender role models and a reduction in negative stereotypes and consequent overcoming of former barriers to employment, housing and other necessities of life.
  - g. **GOAL:** Assistance with legal issues such as name changes as well as advocacy with the criminal justice system. **OBJECTIVE:** Assistance with issues such as legal name changes to match transgender people's self-identity. Advocacy with courts and law enforcement personnel to reduce the likelihood of transgender people being incarcerated. Reduction of the transgender recidivism rate.

3. The public purpose and need to be served;

The purpose of this application is twofold. One part involves a multifaceted program that reaches out to transgender people and helps them develop self-esteem and necessary life skills so that they don't have to resort to selling drugs or their bodies to survive. The other part relates to the world in which transgender people reside and seeks to help that external environment become more understanding and more accepting of transgender people.

4. Describe the target population to be served;

The target population of the Kua`ana Project is transgender people in Hawaii, with a significant emphasis on the younger members of the male to female (MTF) transgender community, especially those who are Native Hawaiian or Pacific Islanders.

5. Describe the geographic coverage.

Direct services proposed in this application will be provided throughout Oahu with an emphasis on the Leeward Coast, Chinatown, Waikiki, Wahiawa, Aiea/Pearl City and the Waipahu area. Training and capacity building services will be available statewide.

## 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;

The 2013 special session of the legislature relative to marriage equality was an eloquent demonstration of how uncomfortable many people in our state are with issues that have anything to do with sex, sexuality or gender that stray from "normal." The subject matter of Life Foundation's GLA application takes us to one of the most misunderstood categories of people in our society – people whose self-identity differs from their birth gender.

The Native Hawaiian, Asian and Pacific Islander transgender community faces many challenges when trying to access basic health needs, social support, and legal advocacy. The Kua`ana Project is designed to empower and provide healthier options for this stigmatized and misunderstood community group. Kua`ana is the Hawaiian word for older sibling, the older brother of a boy or older sister of a girl or in this case, an older transgender woman who can provide guidance and protection for a younger transgender person.

With the funds provided through this Grant in Aid request, Life Foundation will provide a comprehensive series of health and well-being services to residents of the State of Hawaii who are generally categorized as transgender people. In the contract period, we will provide the

following services to or on behalf of transgender people on Oahu and, in the case of training and capacity building services, throughout the State of Hawaii.

- a. Outreach to Transgenders at Risk: The Kua'ana Project will be staffed entirely by transgender members of the Life Foundation staff. These are people who are well known throughout the local transgender community. They have experienced the same things that young transgender girls are encountering and, as a result, have knowledge of just about all of the places where transgender people who make their livings on the street congregate. This will facilitate our ability to periodically visit each of these sites and make the transgender people on the street aware of services available at Life Foundation.

The number of transgender people who, as a result of outreach, enroll as members of the project so that they can take advantage of its services during the contract period is expected to be 50 transgender people.

- b. Kua'ana Project Services: The staff of the Kua'ana Project all have the experience and capacity to assist transgender people in areas such as preparation for work other than prostitution, which includes getting people to finish high school, teaching them how to dress, how to write resumes and how to present themselves to prospective employers. In addition to classes that help people succeed in school and prepare for employment, services will include help with issues such as legal name changes to reflect a gender changing identity and transgender related case management to assist project participants with finding trans-friendly physicians, acquiring health insurance, referrals to mental health and addiction services, locating affordable housing and accessing emotional support services ranging from support groups to individual counseling. Specific deliverables during the contract period include:

- The number of transgender people who are referred to medical providers for transgender-related health services – 10 referrals.
- The number of transgender program participants who are referred to legal services for legal services such as name changes that cause their records to become consistent with their gender self-identity – 20 referrals.
- The number of transgender people who take part in employment-related services provided by the program that have the goal of helping program participants to acquire employment that is sustainable and satisfying – 15 participants.
- The number of transgender people who take part in education-related services provided by the program that have the goal of helping program participants to achieve their educational goals ranging from acquiring a GED to graduating from college – 15 participants.
- The number of transgender people who are assisted to acquire and maintain safe and affordable housing – 10.
- The number of transgender people who are assisted by the program to overcome addictive reliance on drugs and alcohol – 10 participants.

- c. HIV Services: Life Foundation has always provided HIV prevention and care services to transgender people including HIV testing, risk-reduction counseling and case management for HIV positive transgenders. This effort will continue but will be enhanced by the increased availability of experienced transgender staff members who can attempt to overcome the mistrust transgender people often have for anyone outside their tight-knit community and, as a result, HIV positive transgender people will be linked to and stay in care and be able to acquire lifesaving healthcare and be much more likely to maintain a productive relationship with their healthcare providers.. Life Foundation has a longstanding relationship with the AIDS branch of the Hawaii State Department of Health, which provides support and training for Life Foundation staff. During the one-year contract period, Life Foundation's Kua'ana Project will test 30 transgender people for HIV. 75% of those tests will be administered in remote locations throughout Oahu.
- d. External Services: While Life Foundation works to improve the lives and prospects of transgender people, it will also attempt to improve the environment in which the people live. This will include culturally competent training about transgender issues for emergency service providers such as police, ambulance and emergency room personnel and healthcare providers in general. This will enable these first responders to treat transgender people with understanding and respect and will also build trust. After the trainings, participants will be more culturally competent, having gained knowledge about the HIV prevention needs of the transgender community, especially its Native Hawaiian, Asian and Pacific Islander (NHAPI) members; become familiar with the culture, family values and street slang of the NHAPI transgender community; and, as a result, interact with transgender people in need of assistance with compassion and understanding rather than ridicule and neglect. Transgender issues covered in the trainings will be lack of family acceptance, gender self-identity, body image, employment and housing discrimination, bullying in the schools and mistrust of the police.

These training will be offered by Life Foundation's transgender staff, a group that has conducted these trainings locally and at government sponsored national conferences for years. Life Foundation, through its Kua'ana Project, will conduct 5 trainings for a total of 75 participants during the contract period.

- e. Advocacy with Courts and Correctional Institutions: This category of services will include advocacy with courts and law enforcement personnel to reduce the likelihood of transgender people being incarcerated, and interaction with the probation department to help reduce the recidivism rate among transgender people. This activity will help court and probation personnel to be more understanding of the issues faced by transgender people and training of transgender people facing criminal prosecution to better understand their rights, the processes and the law. During the contract period, 10 transgender people will be provided assistance under this service category.

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

This application to the 2015 legislature is a follow-up to a similar and successful application submitted in January 2014. The funds for that award were released by the Department of Budget and Finance in late November 2014, with a resulting contract now being prepared by the Department of Health. The activities included in the timeline for our 2014 application are only now about to commence and will occur on a one-year timeframe throughout 2015.

This 2015 GIA application is respectfully submitted in anticipation of a similar funding release schedule for 2015 GIA awards. As such, we anticipate that the Kua`ana Project will follow the same timeline in the second year of its program. A revised timeline is included below.

Project Activity in FY 2016 and Calendar Year 2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Trans Site Weekly Outreach	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red
Quarterly Gatherings/Events	White	White	Blue	White	White	Blue	White	White	Blue	White	White	Blue
Job and School Prep Classes	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red
Self-Image Workshops	White	Blue	White	White	Blue	White	White	Blue	White	White	Blue	White
Weekly HIV Testing Outreach	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red
Linkage to HIV Care	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue
First Responder Training	Red	White	White	Red	White	White	Red	White	White	Red	White	White
Public Awareness Activities	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue
Annual Celebration	White	White	White	White	White	White	White	White	White	White	White	Red

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

Services provided by the Kua`ana Project will be monitored and evaluated under the supervision of the Deputy Directors in a number of ways, depending upon the particular service.

Outreach Services: Outreach efforts by transgender staff to places where transgender prostitutes congregate will be documented using a tool that records statistical data as well as a subjective narrative of each encounter. These will be compiled on a regular basis by the Kua`ana team and consulted for information that would help refine the program as needed. These reports would also be useful for reporting progress to the legislature relative to this GIA grant and also to other private or public funding sources.

Self-Improvement Services: Services ranging from support groups to makeover sessions offered by MAC cosmetics will also be documented in a consistent manner. In addition to statistical information about participants, this documentation, always with the prior consent of the participants, will include individual stories, photographs and any other materials that can demonstrate the degree to which participants' self-image has improved. These materials will also be used to recruit future participants.

Capacity Building Services: The success of services that help people return to school or prepare for employment will be documented by statistical and anecdotal information that pays special attention to the number of participants who take part in and complete the program as well as their feedback about the process. Data will also be gathered about participants who were able to obtain employment and keep the job.

External Services: The success of training programs will be monitored through the number of entities such as police department and ER staff that seek training, and feedback from them about the perceived value of the trainings, especially if they can include examples of how they put the information to practical use. Anecdotal feedback from transgender people who interact with some of the trained entities will also be solicited to determine if positive changes have occurred. While the impact of a general public awareness campaign is hard to evaluate, we will be looking for feedback and other evidence of changing opinions.

HIV Services: Life Foundation's HIV programs have been developed and refined over thirty years and have always welcomed transgender people. However, we have always known that transgender people do not have much trust for how confidential their AIDS-related information will be kept. This aspect of the Kua`ana Project will be evaluated by a demonstrable increase in the number of transgenders who seek HIV tests and, if found to be HIV positive enroll in case management so that they can take advantage of the lifesaving treatments that are not available. All HIV related data will be recorded in the databases provided by the Hawaii Department of Health and the Centers for Disease Control and Prevention (CDC).

An annual survey designed to provide useful feedback about the Kua`ana Project will be developed and circulated. An annual report encompassing all aspects of the project will be compiled and made available to all stakeholders.

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.

As noted in the preceding question, data and other material will be gathered from all program components and used to evaluate and improve the project. These measures of effectiveness for each aspect of the project are:



Outreach Services:

- Statistics recorded on standardized encounter forms.
- Subjective observations.

Self-Improvement Services:

- Participation statistics for each program
- Anecdotal reports by participants
- Subjective observations
- Photographs, recordings and other material that evidences program results

Capacity Building Services

- Documented evidence of returns to school or attainment of employment
- Statistical documentation of program participants
- Anecdotal reports from participants
- Follow up data documenting the number of participants who graduated from school or maintained employment over an extended period of time

External Services:

- Documentation of requests for training
- Evaluation forms providing feedback after the trainings
- Subsequent reports from trained entities about incidents when the training was useful
- Anecdotal feedback from transgender people about any changes in behavior of trained entities

HIV Services:

- Documentation using standardized forms of the number of HIV tests administered to transgender people
- Documentation of HIV positive tests
- Documentation of linkage to care for HIV positives

### III. Financial

#### Budget

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

All required budget forms are included toward the end of this GIA application.

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
\$37,500	\$37,500	\$37,500	\$37,500	\$150,000

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

The subject of this GIA application is a new program that has been added to Life Foundation's list of programs. In addition to a GIA that was awarded in 2014, but not yet implemented, Life Foundation has been awarded a grant of \$53,430 from the Hawaii State Attorney General under the federal Violence Against Women Act for services for transgender women. We are seeking a second grant in aid and will also be applying for renewal of the VAWA grant from the AG's office later in the year.

Other potential funding sources include:

- Hawaii Community Foundation
- Substance Abuse and Mental Health Services Administration (SAMHSA)
- Training program fees for presentations to first responders

As a Life Foundation program, however, the Kua'ana Project will benefit from Life Foundation's infrastructure, management and accounting services and fundraising activities, all of which will allow the Kua'ana Project to incubate while seeking more diverse funding.

However, considering that the target population of this application is such a misunderstood group and, as a result, does not tend to attract private donations, the importance of the legislature's Grants in Aid program as a source of current funding for this project cannot be overstated.

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

5. The applicant shall provide a listing of all government contracts and grants it has been or will be receiving for program funding.

The Kua'ana Project was awarded a Grant in Aid in the amount of \$150,000 by the 2014 legislature. This amount was reduced by 10% and released to the Department of Health by the Department of Budget and Finance in late November 2014. A contract between Life Foundation and DOH has been prepared and is pending review by the DOH Administrative Service Office and the Assistant Attorney General assigned to the Department of Health. We anticipate we will have an executed contract by March 1, 2015

In December, 2015, Life Foundation was awarded a grant in the amount of \$53,430 from the Office of the Hawaii State Attorney General under the federal Violence Against Women Act for services for transgender women – a group that was recently added to the definition of eligible VAWA service recipients. We anticipate we will have an executed contract from the AG by March 1, 2015. We also anticipate that this may become an annual source of funding for the Kua'ana Project. This grant, while limited to violence against transgender people issues, will supplement Kua'ana Project services related to violence.

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

Life Foundation unrestricted current assets as of December 31, 2013 are \$151,745.

#### **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.

Life Foundation has been providing many of the services described in this application to the general public for more than thirty years. We have a great deal of experience in all forms of risk-reduction outreach both to groups and individuals, especially to gay men, women in the sex trade and injection drug users. In addition, Life Foundation was the first AIDS program in the nation to take HIV education into schools, which enabled us to build our capacity to design and implement hundreds of public awareness presentations throughout three decades. We have also operated an HIV testing program, second in size only to the Department of Health, that encourages people engaged in risky sexual behavior to learn their HIV status. Currently, we test about 2,500 a year using the rapid test procedure that returns a result in about fifteen minutes. Tests are performed at our Kaka'ako site office and throughout Oahu from our mobile units.

For more than twenty-five years, Life Foundation case managers have assisted HIV positive people by taking steps to ensure they are under the care of experienced AIDS-treating physicians, that they can acquire and adhere to lifesaving medications prescribed by their doctors, successfully apply for public benefits for which they are eligible, are able to live in housing they can afford and have access to services that help them overcome challenges such as addiction and mental illness. Life Foundation has provided case management services for more than 3,000 HIV positive people including 718 current clients.

Relative to transgender people, we have always offered our services to transgender people although finding that members of that group were reluctant to come forward for assistance. We consistently provided services to transgender support organizations as they came and went throughout the years and, came to the conclusion that the needs of this misunderstood group required the kind of consistent and sustainable attention that Life Foundation can offer.

Currently, seven of our 28 employees are transgender women, several of whom came from the last freestanding trans organization to cease operations about two years ago. They bring with them a significant amount of life and work experience and, as the Kua'ana Project takes shape, will staff that program.

Contractually, Life Foundation has provided HIV prevention and care services for more than twenty-five years to the STD/AIDS Prevention Branch (SAPB) of the Hawaii State Department of Health (DOH). For about four of those years, SAPB provided us HIV prevention funding geared specifically to transgenders at risk. Unfortunately, SAPB decided to end that targeted approach and redirected that money (about \$110,000 per year) toward programs related to gay men. Currently, as part of our direct funding from the Centers for Disease Control and Prevention (CDC), we operate a small transgender related program that emphasizes HIV prevention and does not provide us resources for the much broader array of services we will offer in the Kua'ana Project, for which we are seeking this Grant in Aid.

In addition to funding from DOH and CDC, Life Foundation contracts or has contracted with the City and County of Honolulu, the Office of Minority Health, the U. S. Office of Minority Health and the AIDS Foundation of Japan.

## **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.

Life Foundation provides its services on both an outreach and site office basis, depending upon the nature of the service and the convenience or preference of the client being assisted.

The Life Foundation site office is located in the 677 Ala Moana Building (formerly the Gold Bond Building) in the Kaka`ako district of Honolulu. The space houses all client services and prevention programs as well as the fundraising and administrative departments.

The site office was renovated in 1995 and again in 1006 to be accessible in all respects to people with disabilities and is in compliance with the requirements of the Americans with Disabilities Act (ADA). The building itself is accessible from both the parking garage and pedestrian entryways. The building is centrally located, has plenty of parking and is on eight bus routes.

The office provides both privacy and comfort for people who work in it, visit it or are served therein. In addition to program areas, the site contains a kitchen, large meeting room and Internet enabled computers for client use. The entire office is wired for computers and a modern computer network links all people in the office and provides access via email and Internet to the world at large.

In addition, client intake meetings are frequently conducted in hospitals, hospices, correctional facilities or in the client's home if the client finds that to be necessary, more convenient or less threatening. Case managers meet with their clients throughout Oahu on a regular basis in order to accommodate the clients and to develop productive comfortable relationships with them. In addition to the meeting places listed above, these meeting may take place in parks, on street corners, in primary care facilities or any number of other locations. Clients are never compelled to visit the site office although many people prefer to do so because of the anonymity it provides and because of the availability of various ancillary services such as support groups and counseling.

The services offered to transgender people by the Kua`ana Project will be a combination of outreach and site office activities. Support groups and counseling as well as employment readiness and self-image trainings will usually take place at the Kaka`ako site office, while outreach services will happen wherever the people who need the assistance can be found

## **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.

The Kua`ana Project will be overseen by Life Foundation's two Deputy Directors for Programs – Kunane Dreier and Nandi Ishikawa, MSW, The staffing of the project, all transgender women, will include a fulltime project coordinator and four halftime project service providers.

The balance of the time of these halftime workers will be dedicated to other aspects of Life Foundation's HIV program, in most cases to work already being performed by the project staff.

Kunane has been a member of our prevention staff for twelve years and has served as a department director for eight years. Nandi has managed Life Foundation's care services programs for two years. Prior to that, she served in various program development, supervision and evaluation positions for many years at Child and Family Services and PACT. Nandi also has significant experience in domestic violence issues. Executive Director Paul Groesbeck has held that post for twenty-two years and, before that, worked a total of nineteen years as a clerk magistrate in the Massachusetts Trial Court, an attorney in private practice and in various nonprofit organization management positions.

The seven transgender employees of Life Foundation who comprise the group from which the Kua'ana Project staff will most likely be selected, have more than twenty years of combined employment at Life Foundation along with many years of previous employment at private and public organizations in Hawaii. In addition, they have all had life experiences that make them peers of the people that the Kua'ana Project seeks to help.

While all project staff members will be involved in all aspects of the program, the project's organizational design calls for each person to be principally responsible for overseeing the day-to-day activities of a project service area.

The Kua'ana Project Coordinator will be responsible for the overall coordinating of the project. In so doing, she will report to Life Foundation's HIV prevention services director who will provide administrative oversight. The coordinator will be the project team leader and the chair of an advisory group of community members who will provide feedback and advice.

The Project Outreach Coordinator will coordinate outreach by the team to sites where transgender people who are engaged in prostitution and drug sales tend to congregate.

The Educational Coordinator will coordinate project activities related to moving TG girls off the streets and back into the classrooms. These programs will also focus on preparing for employment and developing a healthy self-image.

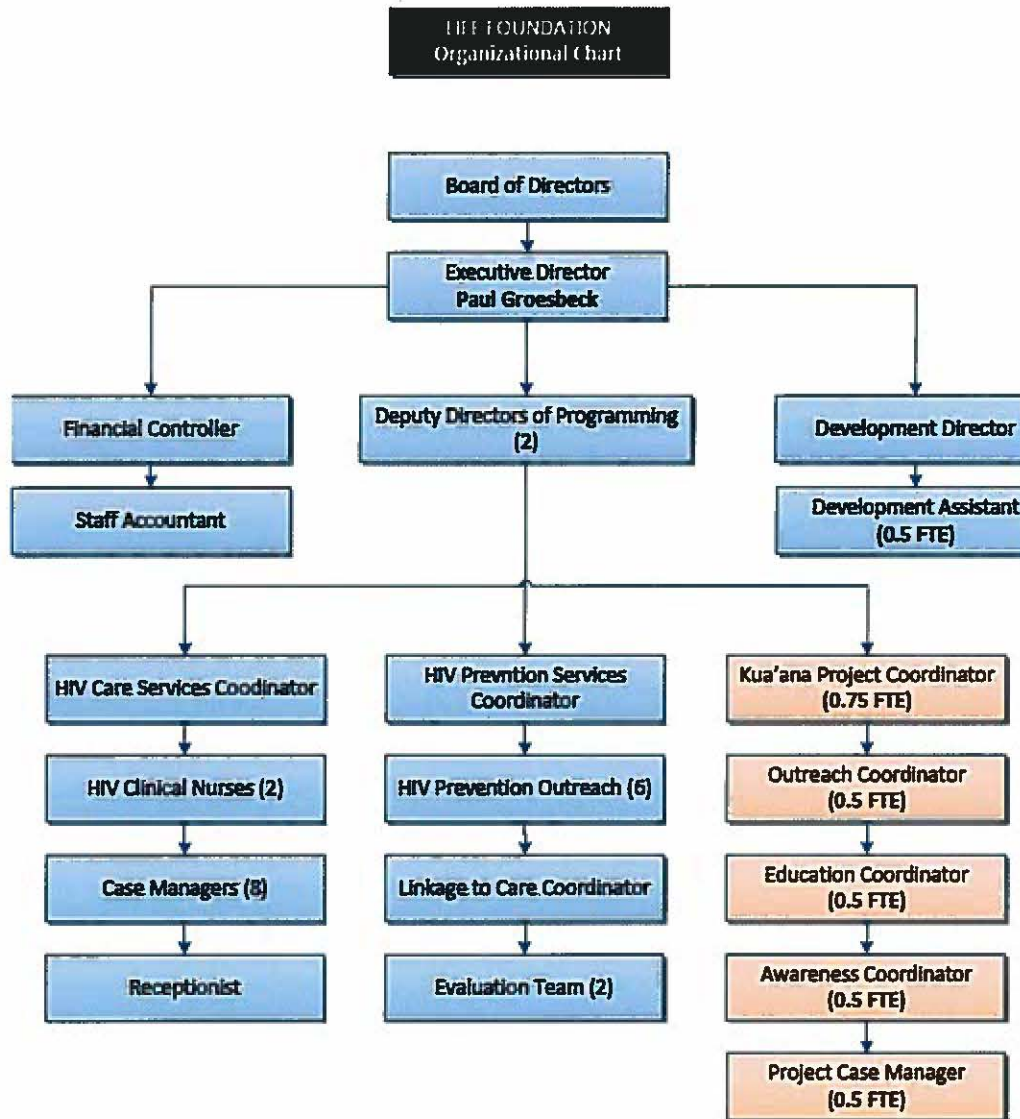
The Public Awareness Coordinator will coordinate culturally competent training programs about transgender issues for audiences such as police departments and healthcare facilities. This staff person will also coordinate development of educational materials that help people understand transgender people.

The Project Case Manager will coordinate the provision of individual direct services for transgender people, especially related to TG-specific health issues.

**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.

The organizational chart for the entire Life Foundation, including the Kua`ana Project, which is the subject of this GIA application, can be found on page 15.





**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.

The three highest paid employees of Life Foundation are:

- Paul Groesbeck, Executive Director, \$112,000
- Kunane Dreier, Deputy Director for HIV Prevention Programs, \$65,000
- Nandi Ishikawa, Deputy Director for HIV Care Programs, \$65,000

**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.

While Life Foundation is not required to carry any licensure or accreditation for its services in general, various components of the program require levels of training and certification as follows:

- All Life Foundation employees who perform HIV testing have been trained and certified by the STD/AIDS Prevention Branch of the Hawaii State Department of Health.
- Life Foundation's HIV rapid testing program is a certified CLIA waived activity. CLIA is the Clinical Laboratory Improvement Amendments section of the U. S. Centers for Medicare and Medicaid Services.
- Life Foundation's clinical nurses are both RNs in good standing with relevant state licensing boards.

**C. Federal and County Grants**

The applicant shall separately specify the amount of federal and county granted awarded since July 1, 2014.

Life Foundation has not received any county funding for the Kua`ana Project or for its overall programs.

For its entire organization, on July 1, 2014, Life Foundation received federal funding in the amount of \$451,428 for the fifth and final year of a cooperative agreement for direct funding from the U. S. Centers for Disease Control and Prevention (CDC). Due to changes in CDC funding eligibility, AIDS organizations in Hawaii are no longer eligible to apply for this category of federal funding. Our current CDC funding will end on June 30, 2015.

**D. Private Educational Institutions**

The applicant will specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution.

Life Foundation is a private nonprofit organization and is not a private educational institution.

**E. Future Sustainability Plan**

We fully understand that the legislative Grants in Aid program is not a guarantee of consistent or ongoing funding for an organization or a specific program. Relative to the Kua`ana Project, Life Foundation see the GIA process as a means of securing seed money to allow us to roll out and incubate an important program so that it can compile data and reportable experiences that will appeal to other private or public funding sources.

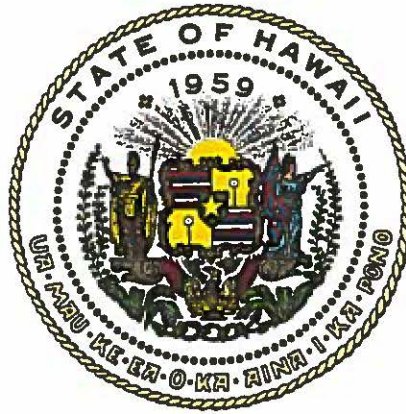
As mentioned earlier, Life Foundation has received notice of a purchase of services grant under the federally funded Violence Against Women Act through the Hawaii State Attorney General's office. Several years ago, transgender women were added to the definition of women who are eligible for services under VAWA. We anticipate that Life Foundation will receive funding under this source on a regular basis.

We are also developing a fee schedule for various trainings and external capacity building activities that relate to understanding and treatment of transgender people in Hawaii.

Additionally, as the transgender programs and personnel at Life Foundation become increasingly well-known and respected on a national level, our chance of receiving TG related grants improves greatly. For example, Cathy Kapua, who will be the program coordinator for our Kua`ana Project, has just been appointed to the National Advisory Board of the Center of Excellence for Transgender Health, a highly regarded organization headquartered in California.

**F. Certificate of Good Standing**

A certificate of Good Standing from the Hawaii State Department of Commerce and Consumer Affairs dated January 24, 2015 follows this page.



**Department of Commerce and Consumer Affairs**

**CERTIFICATE OF GOOD STANDING**

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

**LIFE FOUNDATION**

was incorporated under the laws of Hawaii on 12/02/1983 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.


Dated: January 24, 2015

Interim Director of Commerce and Consumer Affairs



**BUDGET REQUEST BY SOURCE OF FUNDS**  
(Period: July 1, 2015 to June 30, 2016)

Applicant: LIFE FOUNDATION

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>Attorney General VAWA Grant (b)</b>	<b>(c)</b>	<b>(d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries	100,000	37,500		
2. Payroll Taxes & Assessments	7,650	8,930		
3. Fringe Benefits	17,350			
<b>TOTAL PERSONNEL COST</b>	<b>125,000</b>	<b>46,430</b>		
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	2,000			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	3,600			
5. Staff Training		1,000		
6. Supplies	1,500			
7. Telecommunication	3,600			
8. Utilities				
9. Transportation	2,100	1,000		
10. Program Incentives	2,000			
11. Printing and Publications	1,200			
12. Administrative Services	9,000	5,000		
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>25,000</b>	<b>7,000</b>		
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>	<b>0</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>150,000</b>	<b>53,430</b>		
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	150,000	Paul Groesbeck	853-3234	
(b) <See budget notes, next page>		Name (Please type or print)	Phone	
(c)			1-28-15	
(d)		Signature of Authorized Official	Date	
<b>TOTAL BUDGET</b>	<b>150,000</b>	Paul Groesbeck, Executive Director		
		Name and Title (Please type or print)		

**BUDGET REQUEST BY SOURCE OF FUNDS**  
Period: July 1, 2015 to June 30, 2016)

**ADDENDUM**

Budget Notes

The Kua`ana Project is a comprehensive program of services for transgender people proposed by Life Foundation, Hawaii's oldest and largest AIDS organization.

The funds requested through this GIA application are for the minimal program costs of supporting the program area and include only a small amount of overhead expenses at this time.

Since the transgender program staff will also continue to perform their current HIV-related duties, they are already provided with infrastructure (office space, computers, Internet access and general office equipment). Life Foundation also provides administrative and personnel management services.

With the exception of a modest amount of administrative services costs that cannot be expensed against our current HIV-related contracts, the supportive services provided by Life Foundation are de facto in-kind revenue for the new program but are not easily separated from the general expenses of Life Foundation.

We are seeking GIA funds for a unique and important program with confidence that we can attract other funding in year two and beyond, once the effectiveness of the Kua`ana Project becomes evident.

As noted earlier in the application, potential sources of program support are: the Hawaii State Attorney General's Office (Violence Against Women grant funds), the State Department of Public Safety (funding to lower the recidivism rate for transgenders who are leaving prison). Other income may be derived from fees we would eventually charge for training first responders, school personnel and healthcare providers. We will also be identifying foundations that support LGBT causes.

Specific Line Item Notes

1. Interisland Airfare (\$2,000): This is the cost of four roundtrip interisland flights for two Kua`ana Project staff members for the purpose of conducting transgender-related cultural competency training for social service providers on the islands of Maui, Kauai and Hawaii.
2. Lease /Rental of Space (\$3,600): Cost of a small office space within Life Foundation's larger site office.
3. Supplies (\$1,500): General office supplies.
4. Telecommunication (\$3,600): Partial reimbursement for mobile phones used by the five project staff members.
5. Transportation (\$2,100): Mileage costs for project staff on Oahu who will be traveling on a regular basis throughout the island for outreach purposes and to provide transportation for transgender people who lack transport to social services and medical care located in town.
6. Program Incentives (\$2,000): Offering small incentives (gift cards, snacks and so forth) are frequently used in outreach programs to entice potential program participants to attend a support group, submit to HIV or STD testing.
7. Printing and Publications (\$1,200): This is the cost of preparing or procuring training materials related to employment readiness training and the public awareness campaign.
8. Ancillary Administrative Services (\$9,000): These are various expenses, some not anticipated at this point, that cannot be expenses to our HIV contracts. Such expenses may be additional insurance and minimal business office costs. 21

## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: LIFE FOUNDATION

Period: July 1, 2015 to June 30, 2016

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Kua'ana Project Coordinator	1.0 FTE	\$40,000.00	75.00%	\$ 30,000.00
Project Outreach Coordinator	1.0 FTE	\$30,000.00	50.00%	\$ 16,250.00
Educational Coordinator	1.0 FTE	\$30,000.00	50.00%	\$ 16,250.00
Public Awareness Coordinator	1.0 FTE	\$30,000.00	50.00%	\$ 16,250.00
Project Case Manager	1.0 FTE	\$30,000.00	50.00%	\$ 16,250.00
Deputy Director for Programs	1.0 FTE	\$70,000.00	7.15%	\$ 5,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>100,000.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				

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Application for Grants and Subsidies

Applicant: LIFE FOUNDATION

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: LIFE FOUNDATION

Period: July 1, 2015 to June 30, 2016

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

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Application for Grants and Subsidies

Applicant: LIFE FOUNDATION



## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2015 to June 30, 2016

Applicant: LIFE FOUNDATION N/A

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: 2013-2014	FY: 2014-2015	FY:2015-2016	FY:2015-2016	FY:2016-2017	FY:2017-2018
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

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Application for Grants and Subsidies

Applicant: LIFE FOUNDATION

# GOVERNMENT CONTRACTS AND/OR GRANTS

Period: July 1, 2015 – June 30, 2016

Applicant:           LIFE FOUNDATION          

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau )	CONTRACT VALUE
1.	HIV prevention outreach for gay men.	January 1, 2015	CDC through Hawaii Dept, of Health	Federal funds through State of Hawaii	287,181
2.	Capacity Building Assistance (CBA) re HIV/AIDS	April 1, 2015	CDC through APIAHF	Federal funds as a sub-contractor with nonprofit	35250
3.	Housing Opportunities for Persons With AIDS (HOPWA)	January 1, 2015	HUD through City and County of Honolulu	Federal funds through City & County of Honolulu	72,013
4.	Ryan White program. Direct assistance for HIV positive clients	April 1, 2015	HRSA through CHOW Project	Federal funds through State to nonprofit admin.	194,518
5.	HIV case management services on Oahu	July 1, 2015	Department of Health	Hawaii State general funds through DOH	700,797
6.*	Violence Against Women services for transgender people	@ March 1, 2015	Justice Department through Hawaii AG	Federal funds through State Attorney General	53,430
	*Only contract at line number 6 relates solely to transgender people and the Kua`ana Project.				
				<b>TOTAL</b>	<b>1,343,189</b>

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Application for Grants and Subsidies

Applicant: LIFE FOUNDATION

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
  - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i 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, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

LIFE FOUNDATION  
(Typed Name of Individual or Organization)

 JANUARY 28, 2015  
(Signature) (Date)

PAUL GROESBECK EXECUTIVE DIRECTOR  
(Typed Name) (Title)