

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): _____

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Malama Pono Health Services

Dbn:

Street Address: 4366 Kukui Grove Street, Suite 207, Lihue, HI 96766

Mailing Address: P.O. Box 1950, Lihue, HI 96766

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KYMM SOLCHAGA

Title Fund Development Director

Phone # 808-246-9577 Ext 13

Fax # 808-246-9588

E-mail kymm@malama-pono.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Through the Womens Wellness Clinic, Malama Pono Health Services, will provide health care services to low income, at-risk, high risk, uninsured, underinsured women and attempt to lessen the negative impact of societal intolerance of one part of our community through public education and services for transgender people on Kauai.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 200,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

**WOMENS WELLNESS CLINIC – OPEN 4 HRS PER WEEK
* TRANSGENDER SERVICES PRESENTLY DOES NOT EXIST

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

STATE \$ 0

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0

INITIALS

MISTEE BAILEY-MYRICK, CEO
NAME & TITLE

DATE SIGNED

01/22/16



RECEIVED
1/22/16

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Application for Grants

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. Please include the following:

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

Malama Pono Health Services (MPHS) is a well-respected non-profit agency providing essential services to the community of Kaua'i. Kaua'i is one of the smaller islands in the state of Hawaii and is very rural in nature, with limited resources and services. The nickname for Kaua'i is the "Garden Island", which reflects the beautiful rural environment that is home to approximately 70,475 residents. There is also a large number of tourists on island on any given day; Malama Pono services are available for residents and visitors alike. Malama Pono Health Services (Formerly Known as Kaua'i AIDS Project) is a community based organization on the island of Kaua'i whose mission is "to provide individualized compassionate health care services and education to meet the evolving needs of those on Kaua'i." Native Hawaiian, Asian and Pacific Islander community members comprise 70% of Malama Pono outreach and prevention efforts. 40% of staff is Asian/Pacific Islander and all staff are trained in and regularly demonstrate cultural competence and sensitivity.

Malama Pono Kauai AIDS Project was started in 1985 in response to the AIDS emergency on the island of Kauai. Original founders were doctors and nurses from Wilcox Memorial Hospital. Their purpose was to address the social implications of the approximately 300 AIDS diagnosed individuals who came to the island to die. Of those individuals only one remains alive and is still a client of Malama Pono. The organization incorporated as a non-profit in the 1986 and focused on providing support services for AIDS patients such as volunteers for home care, homeless care and food. End of life care services for AIDS patients began in 1987 and Kauai Hospice was formed the next year and began caring for dying AIDS patients. We have remained partners since then and continue to share clients. Malama Pono's focus remained social and supportive until 1995 when the State of Hawaii Department of Health issued RFPs for HIV/AIDS prevention services and case management services. Malama Pono was chosen to provide those services on Kauai and has continued to do so up to the present day.

From 1995 to 2005 transmission of HIV on Kauai averaged about ten per year. Effects of prevention programming began to be seen clearly in 2005 and have provided a steady yearly decrease to the point where Kauai had the lowest transmission rate in the state.

In 2007, the Malama Pono board of directors enlarged the mission to include infectious hepatitis and Sexually Transmitted Disease(STDs) since so many of our clients were co-infected and because of the large number of island residents infected with those diseases.

In 2009, Malama Pono changed its name from Malama Pono Kauai AIDS Project to Malama Pono Health Services to reflect the enhanced nature of services provided and began a process of collaboration with agencies aligned with the mission. Strategic alliances were formed with Kauai Hospice, YWCA of Kauai and Planned Parenthood of Hawaii in order to share clients, programming, employees, strategic planning, grants in common and common public relations. In 2009, with financial support from the Hawai'i Community Foundation, the strategically allied agencies began the "Let's Talk About It" project to reduce HIV stigma in native Hawai'ian and Pacific Islander populations. That project continues as a self-sustaining program. Malama Pono Health Services maintains a tight collaborative with Hawaii's other AIDS Service Organizations(ASOs) with whom we share common grant writing and support services such as the Neighbor Islands Housing Program for people living with AIDS (HUD, HOPWA and HPHA). Hawaii's ASOs work in close partnership with the State of Hawaii Department of Health STD/AIDS Prevention Branch.

In 2014-January 2015, Malama Pono Staff and Board of Directors participated in strategic planning Sessions to create a blueprint for high performance and accountability. We revised our mission statement to reflect the changing needs of our community. Our new mission statement is:

"To provide individualized compassionate health care services and education to meet the evolving needs of those on Kaua'i".

Under contract from the State of Hawai' i Department of Health STD/AIDS Prevention Branch (SAPB) for more than twenty years, Malama Pono provides counseling, testing, treatment and referral for HIV/AIDS, hepatitis B, hepatitis C, syphilis, gonorrhea and chlamydia to all Kaua'i residents averaging 100 tests per month. Malama Pono is the only community based STD prevention agency in Hawaii that is able to provide counseling, testing, treatment and referral for hepatitis B and vaccination for hepatitis B.

Also under contract from SAPB Malama Pono provides case management services for an average of fifty AIDS patients yearly. Case management services focus on linkage to care and retention in care via ensuring access to stable housing, nutrition and medical insurance. Malama Pono has a twenty year history of overcoming barriers to stable care. Malama Pono ensures that all clients maintain eligibility for AIDS Drug Assistance Program and Ryan White Care Act funding. Malama Pono views effective medical management as a strong method of transmission prevention for the community.

Both case management staff and prevention staff at Malama Pono are highly trained and certified by the Department of Health SAPB. The Prevention Director oversees three prevention specialists. All prevention staff yearly recertify in CPR, phlebotomy, harm reduction philosophy, violence diffusion, cultural competence and STD training. Clinical staff is stable with the shortest term of service with the agency at six years and the longest at nineteen years. A key accomplishment is the highly effective HIV prevention services which have reduced the

transmission rate for HIV on Kaua'i to the lowest level in the state. In partnership with the CHOW Project (syringe exchange) the infection rate for hepatitis C among injection drug users (IDU) has been reduced from 76% to 16% and the HIV/AIDS rate for IDU is now half the mainland average. A prime agency goal is continued reduction in transmission for hepatitis C which is estimated to infect 1,450 of Kauai's 70,475 residents.

In 2014, Malama Pono began planning a Women's Wellness Clinic to offer services to those who would not otherwise have an opportunity to see a physician and to offer services for transgender people on Kaua'i. In October, 2015 we opened the doors to the clinic, and offer visits by appointment only. Our OB/GYN physician volunteers her services to see patients at the clinic. Malama Pono will also offer services for transgender people on Kaua'i, and is currently working to bring a physician once a month, from Oahu that specializes in services for transgender people.

The Women's Wellness Clinic offering Women's Health Care services and Transgender services, which is the topic of this Grant In Aid application, is Malama Pono's effort to provide a full range of health services to women and transgender people and to be able to bring the physician to Kauai once a month to provide services for transgender people on Kaua'i.

2. The goals and objectives related to the request:

a. **GOAL:** A public awareness campaign to educate the general public about women's reproductive health care and transgender issues. **OBJECTIVE:** Increased awareness to women at risk, uninsured, those who have no other options to obtain health services. exposure to positive transgender role models and a reduction in negative stereotypes and consequent overcoming of barriers to health care services.

b. **GOAL:** Change behaviors of Kauai residents, especially youth, from engaging in risky behaviors that could lead to HIV, STDs, Hepatitis, unintended pregnancies and /or blood borne diseases. **OBJECTIVE:** Provide cervical exams, pap smears, pregnancy tests, family planning and birth control. Planned Parenthood no longer offers any services on Kauai and by expanding our services to include women's health, we will now be able to serve this specific population in the community. Malama Pono is a trusted name in the community which will help people overcome the shame and stigma that is sometimes associated with seeking reproductive health care services, testing, treatment or counseling services.

c. **GOAL:** Capacity building training regarding women's health and transgender issues for staff, police, ambulance, emergency room personnel and other healthcare providers to enhance their ability to interact professionally with at-risk, homeless women and transgender people. **OBJECTIVE:** That first responders receive culturally competent training about women and transgender issues so that these women and 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.

d. **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 anywhere on Kauai where women at risk, homeless,

Transgender people gather and take steps to encourage HIV positive people to enroll in Malama Pono case management and, as a result, consistently adhere to a lifesaving healthcare regimen.

c. **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.

f. **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. The Women's Wellness Clinic encompasses two programs, the first offering women's reproductive health and wellness services to those who are at-risk, high risk, low income, homeless, uninsured, unemployed, and to those who would not have otherwise had an opportunity for health care or counseling services. The second program reaches out to transgender people and helps them develop self-esteem and necessary life skills, and how to relate 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 population to be served includes women who are low income, at-risk, high-risk, uninsured, homeless, unemployed, no other means of seeing a physician, and transgender people on Kauai, which includes members of the male to female (MTF) and female to male (FTM) transgender community. There is no ethnic majority and the group known as Asian Pacific islander (API) comprises 70% of the inhabitants.

5. Describe the geographic coverage.

The geographic location to be covered by this project is the island of Kauai. Kauai is a rural and isolated island community located approximately 100 miles northwest of Oahu, and is comprised of the islands of Kaua'i and Ni'ihau with a total population of 70,475 people. The island is 551 square miles and ranks fourth in geographic size among seven major islands.

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;

Family planning, birth control, reproductive health and marriage equality are eloquent demonstrations of how uncomfortable many people in our state are with issues that have anything to do with sex, sexuality, or gender that stray from the normal. The subject matter of Malama Pono Health Services GIA application addresses two of the most misunderstood categories; Women's sexual reproductive health care, and people whose self-identity differs from their birth gender.

Malama Pono requests support for Women's Health Care Services. The goal of the program is to increase awareness regarding reproductive health and wellness. We seek to reduce Sexually Transmitted Diseases (STD's) to the lowest level possible on an island. – In 2014, the Youth Risk Behavior report showed our prevention education programs reduced Chlamydia by 20%, and increased condom use by high school students, highest in the state (46.2%). Prevention Specialists utilize a best practice curriculum which meet DOE standards and is grade level appropriate.

Malama Pono is uniquely positioned to provide enhanced youth services to delay sexual activity, prevent unintended pregnancy and strengthen Kauai families. The 2014 Youth Risk Behavior Surveillance Report indicated that Hawaii had the lowest percentage of high school students who used a condom during their last sexual intercourse (47.7%; the national average was 61.1%) and Kauai's teen pregnancy rate has consistently been a concern. Hawaii also had the highest percentage of high school students who drank alcohol or used drugs before their last sexual intercourse (30.2%; the national average was 21.6%). Access to resources, normally available to most youth in urban areas, is severely lacking on the rural island of Kaua'i and over the years, the rate of teen pregnancy has remained high. Youth not able to access a variety of opportunities in their community are more likely to make risky life choices.

The results we are trying to achieve are to change behaviors of Kauai residents, targeting youth, women, and transgender people from engaging in risky behaviors that could lead to HIV/AIDS, STD's, Viral Hepatitis, unintended pregnancies and/or blood borne diseases. As a loud voice and advocate for the Asian and Pacific Islander (API) community we seek to reduce the glaring health disparities exhibited.

The proposed program would be offering women's health care services, providing cervical exams, pap smears, pregnancy tests, family planning and birth control. Planned Parenthood no longer provides any services on Kaua'i, and by expanding our services to include women's health care, we will now be able to serve this specific population in the community. These additional services will provide direct services for a combination of people; ones who already are involved with other Malama Pono services and people in the community who would not have otherwise had an opportunity for health care services or counseling services.

The Native Hawaiian, Asian and Pacific Islander transgender community faces many challenges when trying to access basic health needs, social support, and legal advocacy. This program is designed to empower and provide healthier options for this stigmatized and misunderstood community group. With the funds provided through this Grant in Aid request, Malama Pono Health Services will provide a comprehensive series of health and well-being services to residents of Kauai 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 Kauai.

The Project will be staffed by our Prevention Specialist, a transgender member of the Malama Pono staff. She is well known throughout the local transgender community. She has experienced the same things that young transgender girls are encountering and, as a result, has knowledge of just about all of the places where transgender people gather. This will facilitate our ability to periodically visit these sites and make the transgender people aware of services available at Malama Pono Health Services. 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 10 transgender people.

The staff at Malama Pono all have the experience and capacity to assist transgender people in areas 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 referrals; to medical providers for transgender-related health services, to legal services for services such as name changes that cause their records to become consistent with their gender self-identity, assistance with referrals to other social service agencies that can assist with housing, employment, substance abuse.

Malama Pono has always provided HIV prevention and care services for transgender people including HIV testing, 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 .

While Malama Pono 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 trainings will be offered by Malama Pono’s Prevention Education staff.

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.

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

Project Activity in FY 2017	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Trans Weekly Outreach	X	X	X	X	X	X	X	X	X	X	X	X
Contract with Oahu Physician for Trans Services		X										
Weekly Women’s Clinic	#	#	#	#	#	#	#	#	#	#	#	#
Hire Nurse Practioner		#										
Quarterly Trans/Clinic Gatherings/Events		#	X		#	X		#	X		#	X
Trans Self Image Workshops	X			X			X			X		
First Responder Training		X, #			X, #			X, #			X, #	
Public Awareness Activities	X #	X #	X #	X #	X #	X #	X #	X #	X #	X #	X #	X #

X- Transgender Program
- Women’s Health Care Services

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

Women’s Health Care Services:

Malama Pono reports to the Dept. of Health (DOH) via the HIV/STD reporting system known as “Luther.” All positive medical system screenings are reported to DOH for subsequent reportage to Centers for Disease Control (CDC). All vaccinations of uninsured persons are reported to the DOH.

The electronic medical Records (EMR) systems of Kaua’i’s medical clinics and hospitals will provide enumeration of all screenings and vaccinations.

The number of screenings on Kauai at community based activities are quantifiable and positive tests are mandated to be reported to the Department of Health (DOH). All testing done by Malama Pono is reported and the data published yearly by DOH. All screening at Kauai's medical facilities is quantified by the electronic medical records system and all positive tests are reported to DOH/CDC. All vaccinations at medical facilities are reported. Evaluation of this project is simple. All actions are counted. All tests are counted. All vaccinations are counted.

Transgender Services:

Outreach efforts 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 prevention education staff 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.

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.

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 or 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.

Malama Pono'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 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 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 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 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$75,000	\$50,000	\$50,000	25,000	200,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.

The subject of this GIA application is a new program that has been added to Malama Pono's list of programs. Other potential funding sources include:

- HMSA
- Antone & Edene Vidinha Foundation
- Training program fees for presentations to first responders

As a Malama Pono program, the Women's Wellness Clinic will benefit from Malama Pono's infrastructure, management and accounting services and fundraising activities, all of which will allow the Women's Wellness Clinic 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 Grant 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 federal, state, and county government contracts and grants it has been and will be receiving for program funding.

The following Federal, State or County Government contracts /Grants have been submitted and are pending: The County of Kauai, Office of Economic Development - \$25,000

The following Private Foundations and Grants have been submitted and are pending:

- Antone & Edene Vidinha - \$40,000
- Friends of Hawaii - \$6,500

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015.

Malama Pono unrestricted current assets as of December 31, 2015 are \$62,233.

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.

Malama Pono has been providing many of the services described in this application to the general public for 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, youth, and injection drug users. In addition, Malama Pono has taken HIV education into schools, developed youth program called "Condom Sense" 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, that encourages people engaged in risky sexual behavior to learn their HIV status. Currently, we test about 2,000 a year using the rapid test procedure that returns a result in about fifteen minutes. Tests are performed at our Lihue site office.

For more than twenty-five years, Malama Pono case manager has 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. Malama Pono provides case management services for fifty HIV positive clients.

Relative to transgender people, we have always offered our services to transgender people although finding 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 Malama Pono can offer. Currently,

on staff, we have one transgender woman. She brings with her a significant amount of life and work experience and, as the project takes shape, will staff that program.

Contractually, Malama Pono 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 toward programs related to gay men. Currently, as part of our direct funding from the Centers for Disease Control and Prevention (CDC), we offer 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 transgender project, for which we are seeking this Grant in Aid.

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.

Malama Pono 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.

Malama Pono site office is located at 4366 Kukui Grove Street, suites 205 & 207, Lihue, Kaua'i, Hawaii. The space houses all client services and prevention programs as well as the fundraising, fund development and administrative departments. The building is 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 front and side parking and entry ways. The building is centrally located, has plenty of parking and is on the County bus routes.

The office provides both privacy and comfort for people who work in it, visit it or are served therein. Both Offices are wired for computers and a modem computer network links all people in the office and provides access via email and Internet to the world at large.

This new office space will now have Administration, Suite 207 in one office and directly across the hall will be the clinical operations in Suite 205. This will make possible the continuation of the current communication and support system that is in place between administration and service programs. This lease within the Kukui Grove Health Center Building will also greatly increase the professional visual presence in the community since it is located in Lihue. Directly across the street from this building are business offices, mortgage and insurance offices. There is sufficient parking for the planned increase in Malama Pono clients around the building.

The office space interior for suite 207 has 1,755 square feet for the agency administration offices. and has a combination of offices, reception area with a lobby, food pantry space, conference rooms, open office space, and a kitchen/breakroom. The office space interior for suite 205 has 1,168 square feet and houses the clinical operations of the agency. There is a reception area, 1 office, 3 exam rooms, testing area and a clinical lab. These rooms will provide the clients

with a confidential setting specifically designed to offer a safe and secure environment which is vital for providing counseling or therapy/treatment. The rooms will also provide an area for physical exams, testing and health care services. This number of rooms doubles the space the agency previously had for counseling and prevention services. It will be necessary for the expected increase in clients and services offered to the public.

The Case Manager meets with clients on a regular basis in order to develop productive comfortable relationships with them. Clients visit the site office and 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 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 Lihue 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 Women's Wellness Clinic and Transgender Projects will be overseen by Malama Pono's Director of Prevention, Shawna Crosby. The staffing of the Women's Wellness Clinic, will include a fulltime Medical Assistant, Melisse Camelo, part-time Nurse Practitioner (vacant) accounting and administrative staff. The Transgender Project will include a full time Prevention Specialist, Case Manager, accounting and administrative staff.

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 Director of Prevention will be responsible for the overall coordinating of the project. In so doing, she will report to Malama Pono's Chief Executive Officer who will provide administrative oversight.

The Prevention Specialist will coordinate culturally competent training programs about transgender issues for audiences such as police departments and healthcare facilities, and will also coordinate development of educational materials that help people understand transgender people.

The Prevention Specialist will be the project team leader and the chair of an advisory group of community members who will provide feedback and advice, and will coordinate outreach.

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

Both case management staff and prevention staff at Malama Pono are highly trained and certified by the Department of Health SAPB. All prevention staff yearly recertify in CPR, phlebotomy, harm reduction philosophy, violence diffusion, cultural competence and STD training. Clinical staff is stable with the shortest term of service with the agency at one year and the longest at twenty-one years.

The Malama Pono Health Services Board of Directors governs, sets policy and develops the short and long term goals of the organization. The Board of Directors also supervises the **Executive Director, Mistee Bailey-Myrick**. She is accountable for the general operation of Malama Pono and its programs and supervises all Program Directors/Managers and Administrative Staff.

In addition to supervisory responsibilities, the Executive Director is instrumental in program development and assists the Board of Directors by providing them with the information and data needed to make sound decisions for the future of Malama Pono.

Chief Operating Officer, Rob Anderson, 1.0 FTE, is a full time employee who is responsible for the operations of the agency. He oversees administrative functions such as purchasing of materials, supplies, etc., maintenance of equipment, lab certification, IT management. Qualifications for this position are college or business school courses in accounting or business management with at least 5 years successful experience in business management/accounting.

The **Accounting Director, Giovana Price 1.0 FTE**, is a full-time employee who is responsible for the financial management and contract fiscal compliance of Malama Pono's annual budget. In addition to the financial responsibilities, the Accounting Director assists the agency's staff with program and fund development objectives. Qualifications for this position are college or business school courses in accounting or business management with at least 5 years successful experience in business management/accounting.

The **Fund Development Director, Kymm Solchaga, 1.0 FTE**, oversees the fund development needs of the agency and monitors contract compliance, which includes meeting stated goals, submission of reports and financial compliance. Qualifications for this position are college or business school courses in accounting or business management with at least 5 years successful experience in grant or contract management.

The **Director of Prevention, Shawna Crosby, 1.0 FTE**, is a full time employee with experience managing and leading a group of people to obtain a common goal, as well as the skills to communicate with the local population, and communicate with people on a personal level. She oversees three prevention educators. Together they provide culturally sensitive HIV/AIDS, Sexually Transmitted Disease (STDs), and Infectious Hepatitis Risk Reduction education, counseling, testing and referrals to individuals and groups at risk of HIV and /or STD infection in Kaua'i County. Qualifications for this position are at least two years experience providing HIV/AIDS, STD education, and the ability to develop training curriculums, experience in program evaluation and group facilitation.

Prevention Specialist, Bianka Tasaka, 1.0 FTE, is our transgender/women's counselor. Bianka works to educate native Hawaiian, Asian and Pacific Islanders to stay healthy in order to keep our cultural communities strong and aware of HIV, Viral hepatitis and STD issues.

Prevention Specialist/Medical Assistant, Melisse Camelo 1.0 FTE provides community outreach, HIV-tester and Counselor working to encourage people to respond in an informed way to the risk of HIV infection, and helping people to apply behavioral skills to prevent the transmission of HIV. She also provides medical assisting for the Womens Clinic.

Qualifications for Prevention Educators are previous experience in providing HIV & STD prevention education, implementing community programs, program evaluation, and group facilitation. All Prevention Educators are certified by the Department of Health.

Case Manager Linda Arn, 1.0 FTE is our lead case manager with a 36-year background in nursing and 13 years with MPHS providing direct services to clients including benefits counseling, medical case management, emergency financial services and linkage with other support agencies. Qualifications for this position are a Nursing License/Bachelor's Degree in Humanities, Social Work, Health, Behavioral Science or a related field and a minimum 12 months experience in case management service delivery in a health care or social service agency.

Administrative Assistant, Kealoha Alapai, 1.0 FTE, provides general support to the Executive Director, Accounting Director, and Prevention Specialist program staff. Answers phone calls on a multi-line phone system; provides information and referral to appropriate sources. Qualifications for this position include High School diploma/G.E.D, knowledge of multi-line phone/voice mail system, excellent customer service phone skills. Some experience with computers for data entry, word processing and graphics.

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 organization chart that illustrates the placement of this request.

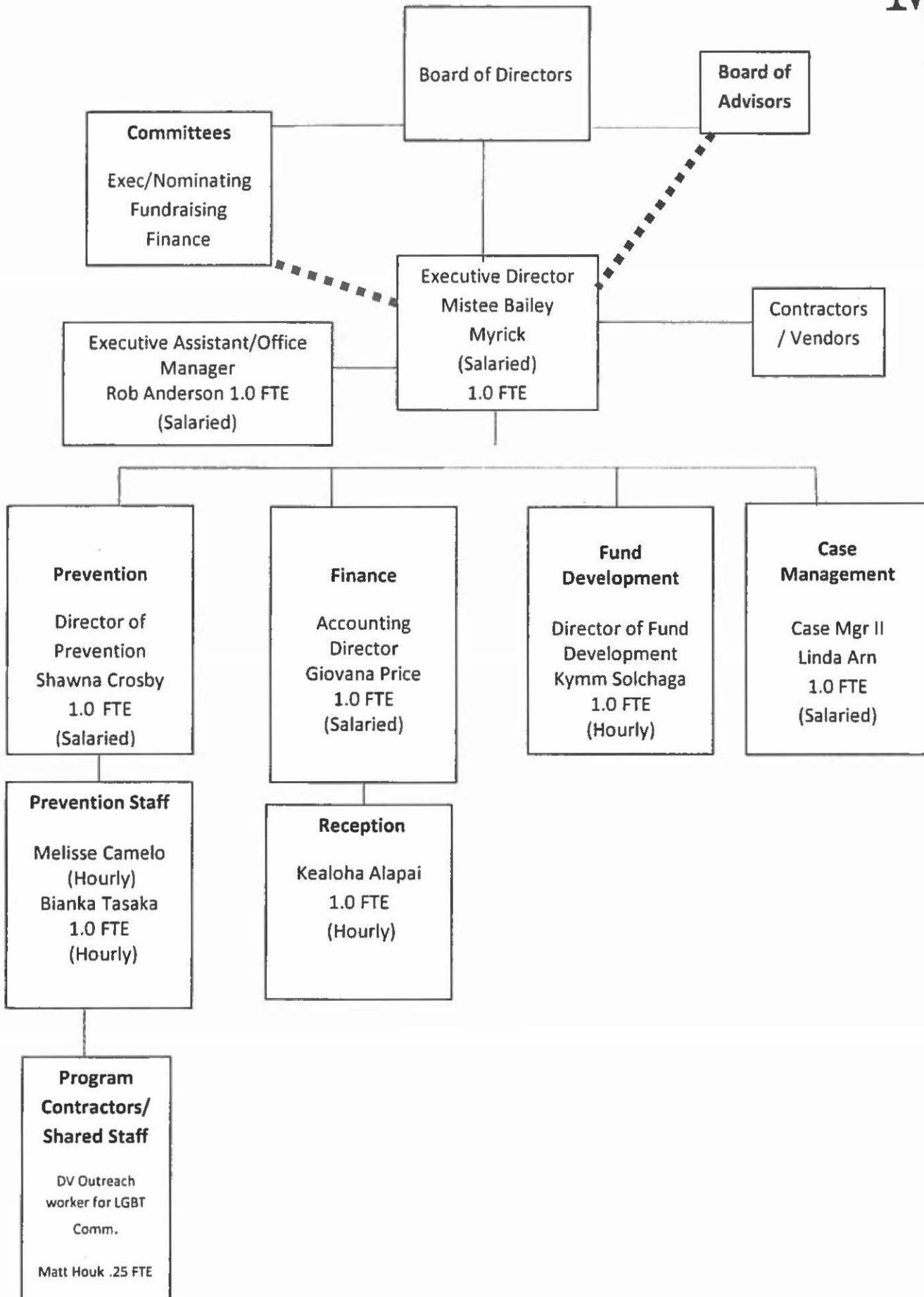
The organizational chart for Malama Pono, including the Women's Health Care Services and Transgender Services programs, which is the subject of this GIA application. can be found on page 16 & 17.

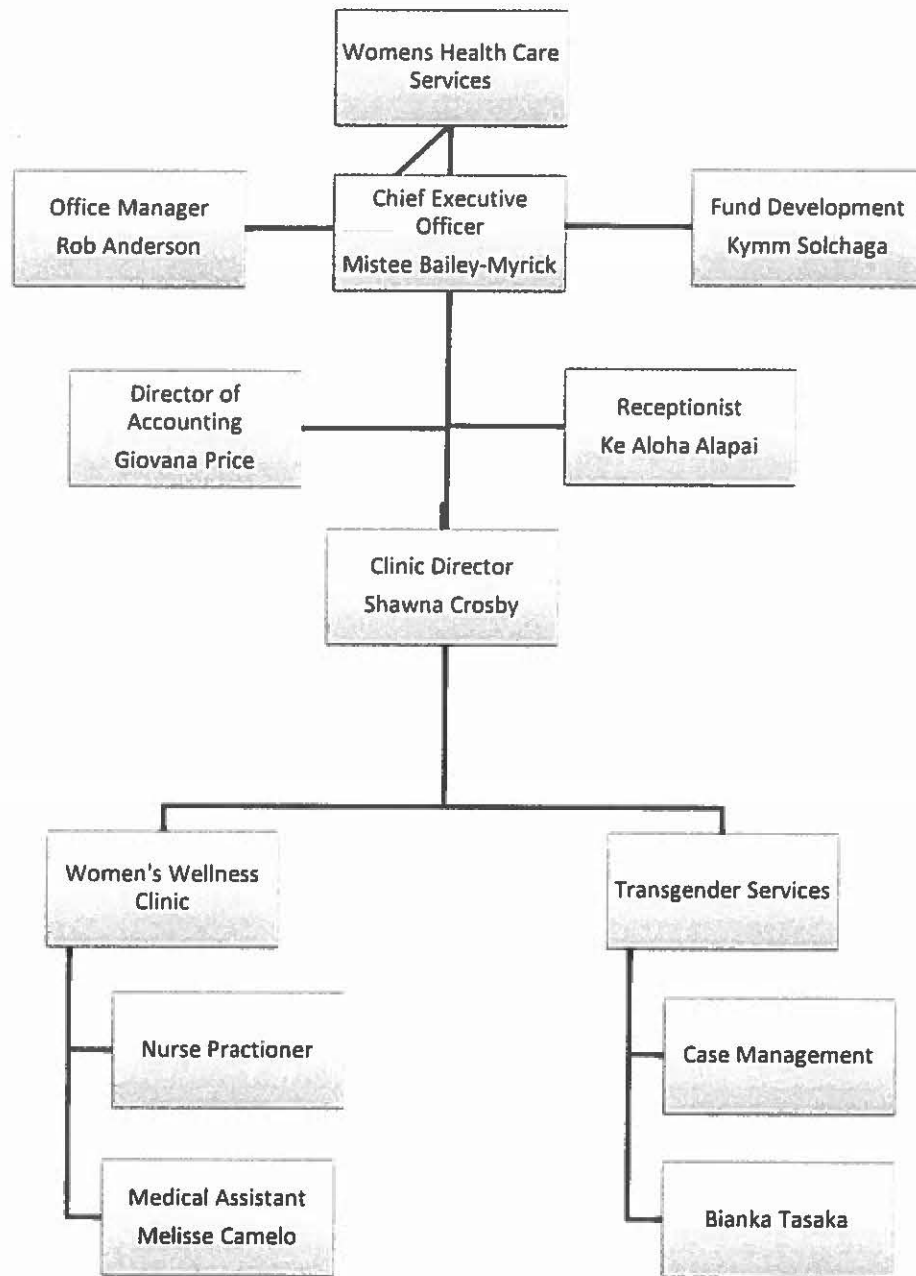
C. Compensation

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 Malama Pono Health Services are:

- Mistee Bailey-Myrick, CEO - \$74,250
- Giovana Price, Director of Accounting - \$46,384
- Linda Arn, Case Manager \$43,836





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 the applicant possesses relevant to this request.

While Malama Pono 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 Malama Pono employees who perform HIV testing have been trained and certified by the STD/ AIDS Prevention Branch of the Hawaii State Department of Health.
- Malama Pono'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.
- Malama Pono's Chief Executive Officer, and Case Manager are both registered Nurses (RNs) in good standing with relevant state licensing boards.

C. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

Malama Pono is a private nonprofit organization and is not a private educational institution.

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2016-17, but

We fully understand that the legislative Grant in Aid program is not a guarantee of consistent or ongoing funding for an organization or a specific program. Relative to Malama Pono's

Project request, we 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.

(2) Not received by the applicant thereafter.

Malama Pono will continue with its normal successful fundraising and grant writing to help sustain future program services.

E. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2015.

A certificate of Good Standing from the Hawaii State Department of Commerce and Consumer Affairs dated December 31, 2015 can be found on page 20.



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

MALAMA PONO HEALTH SERVICES

was incorporated under the laws of Hawaii on 10/16/1987 ;
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: December 31, 2015



Director of Commerce and Consumer Affairs



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: Malama Pono Health Services

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	100,836			
2. Payroll Taxes & Assessments	7,650			
3. Fringe Benefits	17,350			
TOTAL PERSONNEL COST	125,836			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	1,553			
2. Insurance	1,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space/Utilities	6,100			
5. Staff Training	2,000			
6. Supplies, Vaccines, Hormones	20,000			
7. Telecommunication				
8. Utilities				
9. Program Incentives	2,000			
10. Administrative Services	10,000			
11. Contractual Services	10,000			
12. Prevention Education	4,011			
13. Printing and Publication	2,500			
14. Advertising - Radio & Print	7,000			
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	66,164			
C. EQUIPMENT PURCHASES	8,000			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	200,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	200,000		808-246-9577	
(b) Total Federal Funds Requested			Phone	
(c) Total County Funds Requested			01/22/16	
(d) Total Private/Other Funds Requested			Date	
TOTAL BUDGET	200,000	Mistee Bailey-Myrick, CEO Name and Title (Please type or print)		

BUDGET REQUEST BY SOURCE OF FUNDS

Budget Narrative

Period: July 1, 2016 to June 30, 2017

The Women's Health Care Services is a comprehensive program of services providing services for women who are low income, uninsured, homeless, at-risk, high risk, unemployed, and services for transgender people on Kaua'i.

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). Malama Pono 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 Malama Pono are de facto in-kind revenue for the new program but are not easily separated from the general expenses of Malama Pono.

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 program becomes evident.

Interisland Airfare (\$1,553): This is the cost of four roundtrip interisland flights for two Project staff members for the purpose of attending transgender-related cultural competency training on Oahu.

Insurance (\$1,000) is based on historic costs and allocations.

Facility Rental & Utilities (\$6,100) includes Lease/Rental of space direct office lines and cellular telephones used by program personnel, and utilities. The costs are based on the allocated usage for this program.

Staff Training (\$2,000): Medical Assistant Certification.

Supplies (\$20,000): Vaccines, Hormones, Pregnancy Tests, HIV Tests, Hepatitis Tests

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.

Printing and Publications (\$2,500): This is the cost of preparing or procuring training materials related to employment readiness training and the public awareness campaign.

Ancillary Administrative Services (\$10,000): 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.

Contractual Services (\$10,000) Physician Services for Transgender people

Radio/Print Advertising (\$7,000) Public Service Announcements, Program Advertising for Community Outreach

Prevention Education (\$4,011) Providing training for First Responders, Social Service and Health Care Providers

Equipment (\$8,000) Purchase of Medical Billing Software Program and two computer tablets to be used for client intake.

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2016 to June 30, 2017

Applicant: Malama Pono Health Services

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Mistee Bailey-Myrick, Chief Executive Officer	1.0 FTE	\$74,250.00	2.00%	\$ 1,485.00
Rob Anderson, Chief Operating Officer	1.0 FTE	\$41,600.00	2.00%	\$ 832.00
Linda Arn, Case Manager	1.0 FTE	\$43,836.00	5.00%	\$ 2,191.80
Giovana Price, Accounting Director	1.0 FTE	\$46,384.00	5.00%	\$ 2,319.20
Kymm Solchaga, Fund Development Director	1.0 FTE	\$41,600.00	3.00%	\$ 1,248.00
Kealoha Alapai, Administrative Assistant	1.0 FTE	\$28,038.40	5.00%	\$ 1,401.92
Bianka Tasaka, Prevention Specialist	1.0 FTE	\$24,477.00	60.00%	\$ 14,686.20
Shawna Crosby, Director of Prevention	1.0 FTE	\$40,000.00	50.00%	\$ 20,000.00
Melisse Camelo, Medical Assistant, Billing/Coding	1.0 FTE	\$27,404.00	55.00%	\$ 15,072.20
Event Planner Vacant	.5 FTE	\$15,600.00	0.00%	\$ -
Nurse Practitioner Vacant	.5 FTE	\$41,600.00	100.00%	\$ 41,600.00
				\$ -
				\$ -
				\$ -
TOTAL:		424,789.40		100,836.32
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: Malama Pono Health Services

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Athena Medical Billing Software	1.00	\$5,000.00	\$ 5,000.00	5000
2 Computer Tablets for Patient intake	2	\$500.00	\$ 1,000.00	1000
Autoclave for sterilization of medical instruments	1	\$2,000.00	\$ 2,000.00	2000
			\$ -	
			\$ -	
TOTAL:	4		\$ 8,000.00	8,000
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: Malama Pono Health Services

Not Applicable

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: 2014-2015	FY: 2015-2016	FY:2016-2017	FY:2016-2017	FY:2017-2018	FY:2018-2019
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Malama Pono Health Services

Contracts Total: 840,886

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	DOH Case Mgmt	7/1/2015-06/30/16	DOH	State of Hawaii	161,468
2	DOH Fed Prevention	1/1/2016-12/31/16	DOH	State of Hawaii	87,800
3	Ryan White Yr 25 - FY 2015-2016	4/1/2015-3/31/2016	Ryan White	Federal	121,178
4	OVW Rural Grant - Yr 3	10/1/2015-9/30/16	OVW	Federal	31,003
5	DHS/NIHP Yr 20	7/1/2015-6/30/17	DHS	State of Hawaii	4,600
6	HUD/NIHP Yr 16	5/1/2015-4/30/16	HUD	Federal	14,394
7				TOTAL	420,443
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**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS 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 pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.

- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.

- 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 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.

Mistee Bailey-Myrick

(Signature)

01/18/2016

(Date)

Mistee Bailey-Myrick

(Typed Name)

Chief Executive Officer

(Title)