

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

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

THE TWENTY-NINTH 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):

DEPARTMENT OF HEALTH, HARM REDUCTION SERVICES BRANCH

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 96813

Mailing Address: 677 Ala Moana Blvd., Suite 226, Honolulu, HI 96813

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
- SOLE PROPRIETORSHIP/INDIVIDUAL
- OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

Through the Kua'ana Project, Life Foundation, Hawaii's oldest and largest AIDS organization, will 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 2018: \$ 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 \$ 150,000

FEDERAL \$ \_\_\_\_\_

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

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

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

PAUL GROESBECK, EXECUTIVE DIRECTOR  
NAME & TITLE

1/19/2017  
DATE SIGNED



RECEIVED

1/19/17 *no*

## 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;

Life Foundation is Hawaii's oldest and largest AIDS organization, established more than thirty-three 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 more than 700 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, nearly 2,000 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, discrimination and violence. As we identify these high-risk groups, we are implementing programs to support them.

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. Thanks to earlier GIAs, the Kua'ana Project launched its program nearly two years ago and is basing this application on some of the lessons learned during 2016.

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:** Continue implementation of a skills building program tailored to the needs of transgender people who have been away from the education system for a while. In 2016, this program helped a dozen young transgirls to return to school and graduate and enabled 22 transgender women to obtain meaningful sustainable employment.
- c. **GOAL:** HIV risk reduction outreach, rapid HIV and Hepatitis C testing (114 in the past two years) 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 projects or healthcare to transgender people and establish a referral network to these projects, 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 projects throughout the state 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.

In the first year, the Kua'ana Project conducted ten capacity building sessions for the following: Hawaii State Coalition Against Domestic Violence, Hawaii Youth Correctional Facility, Legal Aid Society of Hawaii, Gregory House Programs, Waianae Coast Comprehensive Health Center, Oahu Domestic Violence Shelter, Kaiser Permanente Moanalua Transgender Clinic, Attorney General's Office – Domestic Violence Directors Meeting, Central Oahu Youth Services and Statewide Homeless Awareness Conference. The future target is at least one training each month.

In the most recent year, the project conducted eleven capacity building sessions for the following: Child Welfare Services, Hawaii State Judiciary, Hawaii STF Conference, LGBT Aging Conference, Office of Violence Against Women Grantee Conference, Waikiki Health Center, Hawaii Department of Education – Principals Meeting, Hina Mauka Treatment Services, UH Manoa Public Health Program, UH Manoa School of Social Work and UH Manoa Women's Study Program.

- f. **GOAL:** Assistance with legal issues such as name changes and birth certificate gender marker 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 and gender marker changes to reflect the self-perceived gender. 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 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 GIA 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.

**Direct Services on Oahu:** 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.

Outreach to Transgender People:

Recruit or enroll transgender people into counseling services, support groups, and employment and education-related skills building workshops. In addition to providing outreach during normal business hours, the project will also provide outreach during the evenings and weekends. Outreach activities will include, but not be limited to, HIV testing, hepatitis C testing and screening, testing for STDs, condom distribution, and distribution of hygiene products.

Two programs that illustrate the value of the Kua`ana Project are *Beauty Blossoms Workshops* and *Paris is Burning*.

*Beauty Blossoms Workshops* is a program that is designed to target our young transwomen between the ages of 14 and 22. The goal of the program is to help empower our young transwomen to become educated and seek gainful employment by introducing them to other transwomen who have successfully navigated the barriers constructed by society in general. The workshops are held three times a year during school breaks. About a dozen transgirls attend each workshop and come from schools throughout Oahu.

*Paris is Burning* is a workshop for trans-individuals who have been incarcerated in jail or prison for more than a year. Through educational workshops, participants are able to learn skills that can help their reintegration into mainstream society.

Transgender people on the project's staff will provide all of the outreach. These staff members are known throughout the transgender community. They provide services in Waikiki, Chinatown, Waianae, Waipahu, and other areas where transgender people congregate.

Through outreach the project will enroll sixty (60) individuals of the target population in counseling services, support groups, and/or employment and education-related skills building groups.

Kua'ana Project Services:

Assist transgender people to prepare for legal employment opportunities. This will include, but not be limited to: assisting individuals to pursue educational goals such as finishing high school; teaching them how to dress; helping them to write resumes; and teaching them how to present themselves to prospective employers.

Assist with gender identity-changing issues, including but not limited to, legal name changes and revised gender markers on birth certificates. In its first two years, the project assisted 95 transgender women to make legal name changes that will appear on their revised birth certificates. In the past year, the Kua'ana Project was actively involved in the passage of legislation that allowed people in Hawaii to change their gender markers on their birth certificates as well.

Provide transgender-related case management services to refer target population to transgender-friendly physicians, assist with acquiring health insurance, make referrals to mental health and addiction services, locate affordable housing, and access emotional support services ranging from support groups to individual counseling.

Accomplish the following minimum goals through Kua'ana Project services:

Refer forty (40) transgender people to medical providers for transgender-related health care services.

Refer fifty (50) transgender people to legal services for such matters as name changes that will result in their legal records becoming consistent with their gender self-identity.

Assist twenty (20) transgender people to acquire permanent employment that is sustainable and satisfying.

Assist fifteen (15) transgender people to achieve educational goals ranging from successfully completing the Hawaii Department of Education General Educational Development Program (GED) to graduating from college.

Assist ten thirty (30) transgender people to acquire and maintain safe and affordable housing.

Assist fifteen (15) transgender people to overcome addictive reliance on drugs and alcohol.

### HIV Services:

Provide HIV prevention and care services to transgender people including HIV testing, HIV risk-reduction counseling, and case management for HIV-positive transgender people;

Link HIV-positive transgender people to and assist them to remain in medical care and maintain an on-going productive relationship with their healthcare projects; and

Through the Kua'ana Project, test a minimum of fifty (50) transgender people for HIV. Administer fifty percent (50%) of these tests in locations outside of urban Honolulu.

**Services provided statewide:** 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 projects such as police, ambulance and emergency room personnel and healthcare projects in general. This will enable these first responders to treat transgender people with understanding and respect and will also build trust.

### Training:

The Kua'ana Project will provide cultural competence training on transgender issues to emergency service projects including police, ambulance, and emergency room personnel, and healthcare projects in general. This will facilitate first responders treating transgender people with understanding, compassion, and respect, and will also build trust between the parties.

Training will include information on the HIV prevention needs of the transgender community, especially its Native Hawaiian, Asian and Pacific Islander ("NHAPI") members; lack of family acceptance; gender self-identity and body image issues; employment and housing discrimination; bullying in schools; mistrust of the police; and street slang of the NHAPI transgender community.

In 1915, the Project conducted five training sessions that attracted 175 participants. In 2016, the number of sessions increased to ten and attracted 1,060. The goal for the coming year is to conduct twelve cultural competency training events and reach out to a total of 1,000 participants.

### Advocacy:

**Advocacy with courts and correctional institutions:** The Project will provide advocacy with courts and law enforcement personnel to reduce the likelihood of transgender people being incarcerated

and will interact with the probation department to help reduce the recidivism rate among transgender people. The *Paris is Burning* program is a key element in this effort.

Upon request by either transgender people or courts and law enforcement personnel, or both, staff of the Kua'ana Project will intercede in encounters between transgender people and courts and law enforcement personnel to reduce or eliminate misunderstandings that may occur as a result of courts and law enforcement personnel not being familiar with transgender issues.

The Project will provide advocacy assistance to ten (10) transgender people.

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

As an ongoing program, many of the Kua'ana Project services are available throughout the year.

The *Beauty Blossom Workshops* for younger transgirls are offered three times a year during spring, summer and winter school breaks.

Transgender-related cultural competence training sessions will be scheduled once a month and reach out to various categories of the community. Several trainings will be presented on the other Hawaiian islands as well.

Advocacy for laws that will benefit transgender people (such as nondiscrimination laws and gender marker bills) will take place before and during the annual state legislative session.

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

Services provided by the Kua'ana Project will be monitored and evaluated 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 now 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.

All of the above information will be shared in quarterly and annual reports to the Harm Reduction Services Branch of the Hawaii State Department of Health, which is the administrative arm for our current grant in ad and, if we are successful in securing an award in the 2017 session, will continue to oversee our program and use of state funds.

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.

Budget forms follow this page.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2018.

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 2018.

In addition to this application for a Grant in Aid from the 2017 session of the Hawaii State Legislature in the amount of \$150,000 to fund Life Foundation Kua'ana Project for transgender services, we are also soliciting small private funding from several potential grant sources including the Funding Queerly source for \$10,000. These grants are highly competitive and, as a result, we did not include them in our project budget at this time.

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.

Please see the form relative to this question. While Life Foundation has maintained a healthy financial status over its years of service, the contracts and grants listed on the form are all limited to our HIV programs and services, with the exception of a Grant in Aid for the Kua'ana Project. Funds from the other contracts cannot be used to support this comprehensive services program for transgender people.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.

Life Foundation's unrestricted funds as of December 31, 2016 are \$212,753.

## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

Applicant: LIFE FOUNDATION

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	96,000			
2. Payroll Taxes & Assessments	7,344			
3. Fringe Benefits	16,656			
<b>TOTAL PERSONNEL COST</b>	<b>120,000</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	3,200			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	4,200			
5. Staff Training				
6. Supplies	1,500			
7. Telecommunication	3,600			
8. Utilities				
9. Transportation	2,100			
10. Printing and Publications	1,800			
11. Program Incentives	4,000			
12. Administrative Services	9,800			
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>30,000</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>150,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	150,000	Paul Groesbeck <span style="float: right;">808-853-3234</span>		
(b) Total Federal Funds Requested		Name (Please type or print) <span style="float: right;">Phone</span>		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		<span style="float: right;">Date</span>		
<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: January 1, 2018 to December 31, 2019)

### 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.

### Personnel Expenses

This Grant in Aid application asks for \$150,000 for the FY 2018 year. This includes \$96,000 for five Kua`ana Project staff members plus taxes and benefits of 25% (\$24,000) for a personnel total of \$120,000. The positions funded by this GIA application are:

1. Kua`ana Project Coordinator (0.5 FTE). This position is the day to day manager of the project who supervises the other project staff members, prepares required reports and represents the Kua`ana Project at the state and national level.
2. Project Outreach Coordinator (0.5 FTE). This person is the primary coordinator of efforts to reach out to transgender people, especially younger transgirls who are living on the streets, and bring them into the program.
3. Project Case Manager (1.0 FTE). This staff member oversees a formal case management program that assists transgender women who have enrolled in a series of supportive program activities.
4. Public Awareness Coordinator (0.5 FTE). This person coordinates transgender-related cultural competence training programs for various entities around the state.
5. Deputy Director for Programs (0.1 FTE). A Life Foundation program director who generally oversees a number of programs including the Kua`ana Project, HIV testing program, smoking cessation program.

In addition to personnel expenses, which are detailed following this budget narrative, 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. We also have a number of small grants pending but have not included them in the budget request due to the uncertainty of our success with them.

### Specific Line Item Notes

1. Interisland Airfare (\$3,200): 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 (\$4,200): 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 (\$4,000): 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 (\$1,600): This is the cost of preparing or procuring training materials related to employment readiness training and the public awareness campaign.
8. Ancillary Administrative Services (\$9,800): These are various expenses, some not anticipated at this point, that cannot be expensed to our HIV contracts. Such expenses may be additional insurance and minimal business office costs.

## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: LIFE FOUNDATION

Period: July 1, 2017 to June 30, 2018

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	\$42,000.00	50.00%	\$ 21,000.00
Project Outreach Coordinator	1.0 FTE	\$34,000.00	50.00%	\$ 17,000.00
Project Case Manager	1.0 FTE	\$34,000.00	100.00%	\$ 34,000.00
Public Awareness Coordinator	1.0 FTE	\$34,000.00	50.00%	\$ 17,000.00
Deputy Director for Programs	1.0 FTE	\$70,000.00	10.00%	\$ 7,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>96,000.00</b>
<b>JUSTIFICATION/COMMENTS:</b>				

Rev 12/2/16

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Application for Grants

Applicant: LIFE FOUNDATION

**GOVERNMENT CONTRACTS AND / OR GRANTS**

Applicant: LIFE FOUNDATION

Contracts Total: 1,495,232

Rev 12/2/16

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	HIV prevention outreach for gay men	1/1/2016-6/30/2017	CDC through Hawaii DOH	Federal	300,000
2	HIV case management services	7/1/2015-6/30/2017	Hawaii Department of Health	State General Funds	700,797
3	Capacity building assistance re HIV/AIDS	4/1/2016-3/31/2017	CDC	Federal	35,250
4	Housing Opportunities for Persons With AIDS (HOPWA)	4/1/2016-3/31/2017	HUD through Honolulu C&C	Federal	71,668
5	Ryan White Care Act - Services for HIV positive people	4/1/2016-3/31/2017	HRSA through Hawaii DOH	Federal	245,017
6	Kua`ana Project services for transgender people	7/1/2016-6/30/2017	Hawaii Department of Health	State Grant in Aid	142,500
	NOTE: #6 above is the only source of funding relating solely to transgender services and the Kua`ana Project.				
	Items 1 through 5 are restricted to Life Foundation's HIV services.				
	And cannot be used for the transgender services provided by the Kua`ana Project.				
19					
20					
21					
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Application for Grants

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# BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Rev 12/2/16

Applicant: LIFE FOUNDATION

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

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

Application for Grants

Applicant: LIFE FOUNDATION



# BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: LIFE FOUNDATION

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: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b> <span style="float: right;">NOT APPLICABLE</span>						

Rev 12/2/16

16

Application for Grants

Applicant: LIFE FOUNDATION

## **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, which 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 twenty minutes. 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 714 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, five of our 20 employees are transgender women, three of whom came from the last freestanding trans organization to cease operations about five years ago. They bring with them a significant amount of life and work experience and, as the Kua'ana Project, staffed by transgender staff members, has taken shape, have demonstrated a remarkable ability to organize the services described in this application and to effectively put them to productive use.

Contractually, Life Foundation has provided HIV prevention and care services for more than twenty-eight years to the Harm Reduction Services Branch (HRSB) of the Hawaii State

Department of Health (DOH). For about four of those years, HRSB provided us HIV prevention funding geared specifically to transgenders at risk.

Unfortunately, HRSB decided to end that targeted approach and redirected that money (about \$110,000 per year) toward programs related to gay men.

In addition to funding from DOH and rapidly decreasing funding from CDC, Life Foundation contracts or has contracted with the City and County of Honolulu, the U. S. Office of Minority Health and the AIDS Foundation of Japan. The Kua`ana Project operates with funding from grants in aid awarded by several previous legislative sessions.

All staff members of Life Foundation, including those of the Kua`ana Project, have been trained and are under the supervision of an experienced program director. All Kua`ana Project staff are certified by the Hawaii Department of Health as qualified HIV/HEP C testers.

## **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.

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 6,000 square foot 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. In 2015, after renewing the lease, another renovation took place, which built out a dedicated space for the Kua`ana Project.

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, a small 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 are 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 generally overseen by Kunane Dreier, one of Life Foundation's Directors of Programming, who will commit 0.1 FTE to the project. The staffing of the project, all transgender women, will include a 0.5 FTE project coordinator, one fulltime and two 0.5 FTE project service providers. The balance of the time of these 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 Dreier has been a member of our prevention staff for fourteen years and has served as a department director for ten years. Executive director Paul Groesbeck has held that post for twenty-four years and, prior to 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.

Four of the five transgender employees of Life Foundation will be assigned to the Kua`ana Project. The fifth transgender employee is the receptionist, who will be the first person encountered by anyone coming to the office. This is especially helpful for younger transgirls who are reluctant to enter an office. The transgender team has more than thirty-five 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.

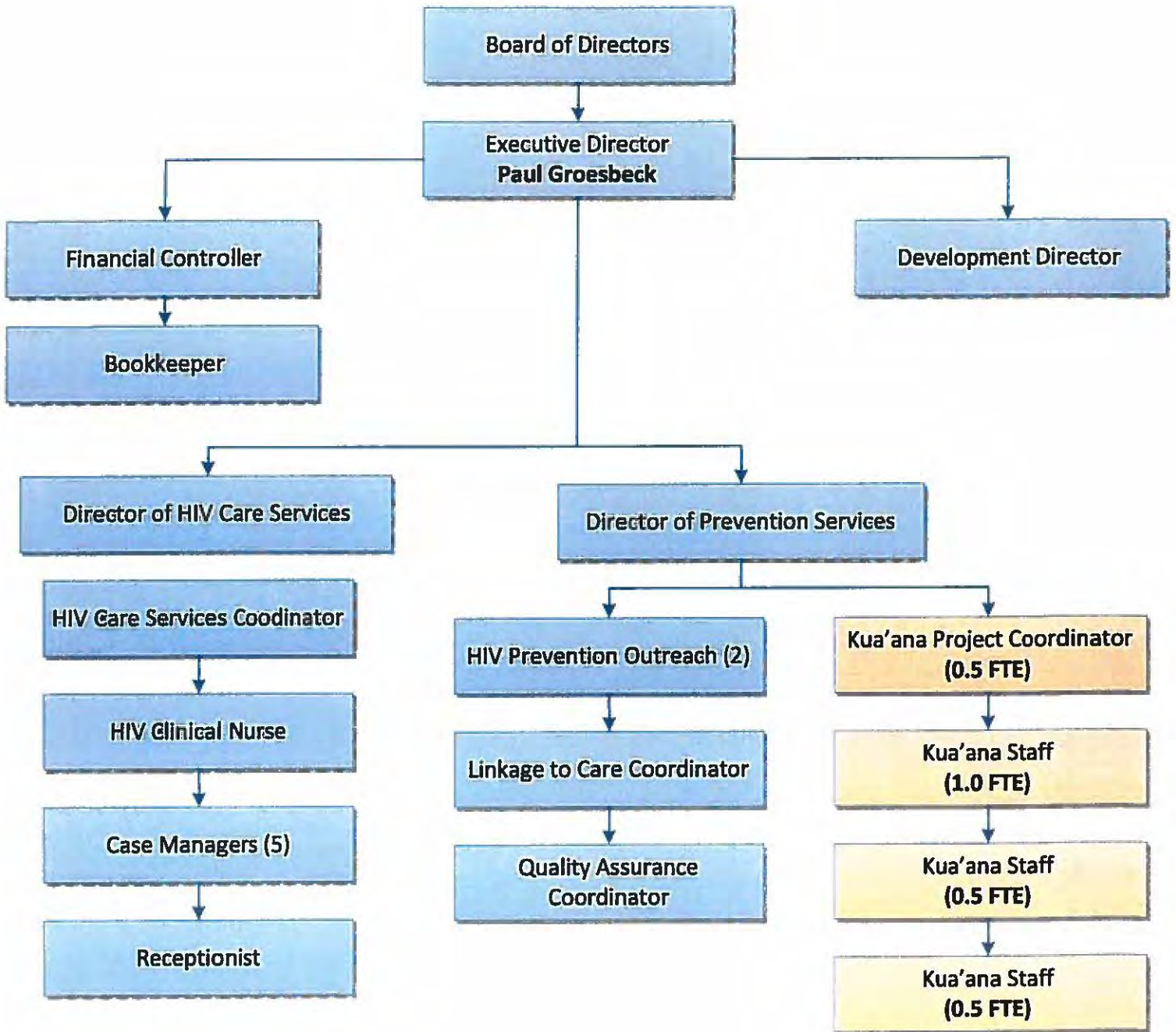
### **B. Organization Chart**

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 follows this page.

LIFE FOUNDATION  
Organizational Chart

Applicant: LIFE FOUNDATION



### **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, HIV Prevention Services Director, \$65,000
- Nandi Ishikawa, HIV Care Services Director, \$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.

Life Foundation is not a party to any pending litigation and is not subject to any outstanding judgments.

### **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 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 Harm Reduction Services 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 nurse is an RN 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.

Life Foundation 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 2017-18 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2017-18, but
- (2) Not received by the applicant thereafter.

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 sees the GIA process as a means of securing seed money to allow us to roll out and incubate an important program for several years so that it can compile data and reportable experiences that will appeal to other private or public funding sources.

The program is currently operating under a Grant in Aid awarded by the 2015 legislature. These initial funds enabled Life Foundation to inaugurate its transgender services program, an effort that has proved to be popular, effective and uniquely needed. During its two years of operation, the Kua`ana Project attracted funding under the Violence Against Women Act from the Hawaii State Attorney General's Office, two grants from the Hawaii People's Fund, donations from the Imperial Court of Hawaii and several fundraising events. We continue to locate grant sources, especially those geared toward transgender issues, although most at this time are relatively small.

In the coming months, we will be developing a fee for service component to offset the costs of providing transgender cultural competence training to entities that have training budgets and other resources.

As word of the project spreads, we anticipate increased grant and donation funding from private sources, both in Hawaii and the Mainland. In addition, we will team up with other programs across the country to apply for transgender-related federal grants from such sources as the Centers for Disease Control and Prevention (CDC), the Health Resources and Services Administration (HRSA) and the Substance Abuse and Mental Health Services Administration (SAMHSA).

Also, during the coming year, we will lay the foundation through the Hawaii State Department of Health to transform the transgender services program operated by Life Foundation into an ongoing purchase of services contract.



**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, 2016.

Life Foundation's Certificate of Good Standing from DCCA dated January 4, 2017, 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 04, 2017

Director of Commerce and Consumer Affairs



**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS PURSUANT TO  
CHAPTER 42F, HAWAII 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, 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.

LIFE FOUNDATION  
(Typed Name of Individual or Organization)

 January 19, 2017  
(Signature) (Date)

Paul Groesbeck Executive Director  
(Typed Name) (Title)