

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



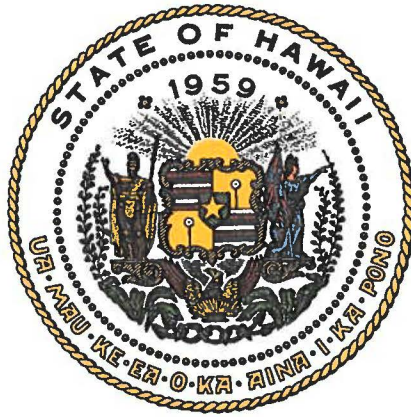
AUTHORIZED SIGNATURE

Kim-Anh Nguyen, MD, PhD
President & CEO

PRINT NAME AND TITLE

1/14/2019

DATE



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

BLOOD BANK OF HAWAII

was incorporated under the laws of Hawaii on 10/26/1943 ; 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 14, 2019

Director of Commerce and Consumer Affairs

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

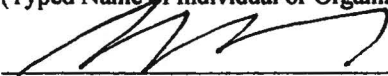
The undersigned authorized representative of the applicant certifies the following:

- 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.

Blood Bank of Hawaii
(Typed Name of Individual or Organization)


(Signature)

1/14/2019
(Date)

Kim-Anh Nguyen, MD, PhD
(Typed Name)

President and CEO
(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. 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, 2018. **See Attached**

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#)) **See Attached**

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

Blood Bank of Hawaii will use the new facility to benefit the public pursuant to Section 42F-102, Hawaii Revised Statutes by ensuring that blood and blood products are readily available to hospitals on all islands for life saving organ transplants, heart and trauma surgeries, neonatal and pediatric intensive care, and oncology treatments.

II. 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;
As an integral part of the healthcare industry, Blood Bank of Hawaii (BBH) serves Hawaii's patients and is the sole provider of blood products for all hospitals throughout the state.

Founded in 1941 and first known as Honolulu Blood-Plasma Bank, the blood center was located on the grounds of The Queen's Hospital. Honolulu Blood-Plasma Bank became Blood Bank of Hawaii in 1946. Blood collections expanded to the neighbor islands and Hawaii's unique ethnic population became nationally recognized as a source for rare blood.

2. The goals and objectives related to the request;
A strategic part of the Blood Bank of Hawaii (BBH) headquarters' property is targeted for taking by HART for the realignment of Dillingham Boulevard as part of the rail project. BBH has been in a crisis due to rail construction, taking and easement, which have had a deleterious impact for BBH and will result in total loss.

Throughout 2017, BBH continued to search for regulatory compliant facilities to relocate the remaining operations housed at Dillingham headquarters (manufacturing; storage; distribution; mobile warehouse & staging; admin). After an exhaustive search and due diligence, no facility in town met BBH's compliance needs and financial feasibility.

In late 2017, BBH reimagined operations and expanded the search area and it was determined that the only suitable location where a Biosafe Level 2 facility housing blood component production, a reference testing laboratory, storage and distribution center could be constructed was in Kapolei

BBH recently purchased land in Kapolei and plans call for the construction of a new facility to permanently house a center for blood component production, a reference testing laboratory, storage and distribution on the property.

In the meantime, to ensure that hospitals in Honolulu continue to receive blood should rail construction impede blood deliveries to and from the Dillingham HQ, BBH recently completed construction of a STAT blood distribution depot at our Young Street facility to serve the highest acuity hospitals in Honolulu.

3. The public purpose and need to be served;
As the State's sole provider of a safe and reliable blood supply for the people of Hawaii, Blood Bank of Hawaii's (BBH) facility is like no other on the rail line and will suffer damages from construction and operation of the rail like no other property owner. These damages should not be considered to be anything other than what they are— a threat to the public health of the people of the State of Hawaii.

BBH provides the blood which enables the infrastructure to exist for hospital programs such as organ transplants, heart surgeries, trauma centers, neonatal and pediatric intensive care units, and oncology centers. Without the blood on the shelves and readily available, these programs would not be operational, nor would they receive accreditation.

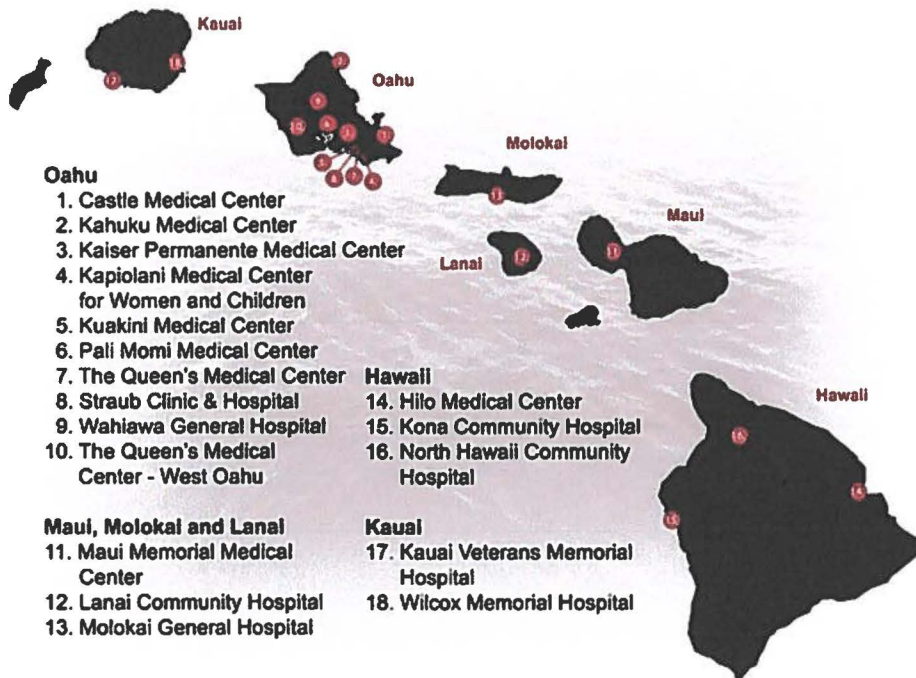
Blood banking / transfusion medicine is a highly-specialized field of medicine. Hawaii only has a handful of certified specialists in blood banking. BBH has 40 percent of the State's medical specialists and 50 percent of technical specialists for the community.

BBH cannot risk being out of compliance with federal regulations and losing accreditation. BBH must act to protect the blood supply. To ensure the viability of operations and the continued supply of blood to the State's medical facilities, and Hawaii's residents, BBH has permanently closed the blood collection operations at Dillingham HQ. BBH must relocate all regulated manufacturing and distribution functions to alternative shelter to remain and compliant and operational.

Lives depend on BBH being operational 24 hours a day, seven days a week. BBH serves a unique and irreplaceable role in preserving Hawaii's public health and needs financial support from the State to ensure operational continuity.

4. Describe the target population to be served; and
The Blood Bank of Hawaii is the sole supplier of blood and blood components for 18 hospitals located on six of the Hawaiian Islands, including Queens Medical Center, Kapi`olani Medical Center for Women and Children, Castle Medical Center and also serves as a back-up supplier for the Tripler Army Medical Center. Blood is a perishable product. Some blood components require processing within eight (8) hours of collection, and some blood components, e.g., platelets, have a very short shelf- life. Platelets have a maximum shelf-life of five (5) days and become less effective as they age even when stored at the required temperature of 20-24C (with constant rotation). By the time required infectious disease test results are entered and platelets released, the platelets often expire within two days. There is no substitute treatment for a bleeding patient that has a low platelet count and BBH operates 24/7 to meet this critical need. An interruption of hours could have a very serious negative impact on patient clinical outcome.

5. Describe the geographic coverage.
BBH is the sole blood provider serving the hospitals on the six main islands in Hawaii and is a supplemental support for Tripler Army Medical Center. Below is a map of the geographic coverage.



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;
Grant-in-aid funds would be used for planning and design and construction of a permanent approximately 18,000 square foot, FDA Biosafe Level 2 facility with unrestricted access to process, test, store and distribute blood as well as test patient blood samples. This facility will be open 24 hours a day, 7 days a week. In addition, construction will include items to ensure that the new facility has proper temperature controls, reliable data connectivity and a bio-waste storage area as well as other related costs.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

PROJECT TIMELINE	2019				2020				2021				2022	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Identify/purchase land in Kapolei <i>(Completed)</i>														
Hire construction project manager <i>(Completed)</i>														
Select design firm (architect) <i>(Completed)</i>														
Facility Planning and Design														
Capital Campaign														
Final Facility design														
Permitting														
Construction														
Sale of BBH HQ														
Move Operations to New Facility														

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and ***BBH has hired a project manager to oversee all aspects of the project, and has also convened a Construction Subcommittee of the Board of Trustees. BBH staff has been working with the project manager, architect and, when selected, the general contractor, to establish milestones, and regularly report progress to the Board to ensure that all phases of the project, from planning to construction, are completed according to specifications, timeline and budget.***

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.

Blood Bank of Hawaii staff will review the specific and measurable quality goals of the planning and construction phases and will meet regularly with the architect, project manager and general contractor to determine major milestones, as well as evaluate the progress and financial costs associated with completion of the new facility. These milestones, along with major decisions throughout all phases of the project, will be presented to the Board Construction Subcommittee for review and approval.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

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

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.

BBH will be approaching a variety of foundations and corporations for additional funding in FY 2020. These potential funders include:

- Major Individual Donors
- McInerney Foundation
- Atherton Family Foundation
- James and Abigail Campbell Foundation
- Mainland Foundations

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, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2020 for program funding. **Not Applicable**
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.
The balance of BBH's unrestricted current assets as of December 31, 2018 is \$18,185,591.

V. Experience and Capability

1. **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.

In early January 2016, The Blood Bank of Hawaii completed a \$1,500,000 renovation project to open its new primary donor center in Honolulu after its Dillingham location was closed due to planned construction of the Honolulu rail transit project. The new Center was completed on time and on budget.

The new facility on Young Street more than doubled the donor capacity. The building was completely renovated to ensure that donor collections did not impact the blood product supply for patients in Hawaii. The new facility also enabled BBH to enhance the donor experience with personalized entertainment on iPads donors can watch Netflix, do email, or read books.

In summer, 2018, the Young Street STAT blood depot was successfully completed to mitigate blood delivery risks, well in advance of rail construction along Dillingham.

The construction project team includes project manager, architect, and Board Construction Subcommittee, all with design and construction expertise and experience in healthcare construction projects.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

The Blood Bank of Hawaii (BBH) has occupied the 2043 Dillingham Boulevard premises since 1979, with some expansion/renovation in 2012.

Because the rail project is scheduled to take place within 8 inches of the current site, BBH must relocate to ensure regulatory compliance with no disruption of the blood product supply for patients in Hawaii.

The reason for the move is that the rail project will:

- Significantly increase dust (airborne particles), pests, noise and vibration interfering with critical equipment;***
- Significantly decreased access for vehicles used in blood collections.***
- Inhibit ability for blood drive staging and receipt of regulated supplies.***
- Reduced access for routine and STAT distribution of blood to hospitals and receipt of patient samples for testing 24/7/365 operations.***
- Impeded delivery of services to BBH and the functions of BBH in maintaining safe operations.***

•Interrupt utilities and cause periodic road closures.

All of the above hazards could have severe consequences that will likely occur with a high frequency when transit construction begins, and although the hazards will be detectable, there is no practical mitigation that could be expected to adequately compensate for the negative impact on the ability of the BBH to operate in compliance with federal regulatory requirements. BBH must therefore relocate prior to the commencement of any nearby construction work on the rail project in the vicinity of 2043 Dillingham Boulevard.

BBH has purchased land in Kapolei that will accommodate the new HQ, and is in the process of designing a newly constructed facility on that site.

VI. Personnel: Project Organization and Staffing

1. 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.

Dr. Kim-Anh Nguyen has served as president and CEO of the Blood Bank of Hawaii since 2013. Dr. Nguyen came from San Francisco, where she was medical director of the Blood Centers of the Pacific for eight years and concurrently served as chief medical officer of the Western Region for United Blood Services.

Dr. Nguyen has also served as an associate clinical professor for the Department of Laboratory Medicine at University of California at San Francisco, and as the program director of Blood Centers of the Pacific/UCSF's Transfusion Medicine Fellowship. She holds a bachelor's degree in biochemical sciences from Harvard University and received doctorate degrees in medicine and immunology from the University of Pennsylvania.

In addition, the board of directors of Blood Bank of Hawaii are comprised of community leaders who have experience in management of a variety of capital improvement projects. Board members include:

- **Patrick D. Ching**
- **Susan K. Eichor**
- **James S. Wataru**
- **Jason C. Chang**
- **Timothy R. Cottrell, PhD**
- **Avi Mannis**
- **Kenric M. Murayama, MD**
- **Patty Foley**
- **Elizabeth M. Ignacio, MD**
- **Kevin Katsura**
- **Jamie Kawamoto**
- **John L. Knorek**
- **David Lassner, PhD**

- **Ravi Mallela**
- **Lori L. McCarney**
- **Brad Miles**
- **David S. Oyadomari**
- **Ku`uhaku Park**
- **Markus Staib**
- **Michael Stollar**
- **Tyler M. Tokioka**
- **David Underriner**
- **Raymond P. Vara, Jr.**

2. **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. **See Attached**

3. **Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

President/CEO \$289,170
Medical Director \$187,279
COO \$182,968

VII. Other

1. **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.

- ***EEOC pending litigation naming BBH as defendant***

2. **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.

Blood, a biological drug, is highly regulated. As the manufacturer of blood products, therefore, blood centers have regulations as stringent as pharmaceuticals. BBH has had an excellent compliance history. With 76 years of serving Hawaii's community, BBH has consistently met all criteria and maintained seamless licensure and accreditation with the leading regulatory agencies and organizations – U.S. Food and Drug Administration, AABB (American Association of Blood Banks) and Clinical Laboratory Improvement Amendment.

Federal Drug Administration (FDA)

FDA licensure enables BBH to collect, test, manufacture, store, issue and ship blood components. Maintenance of licensure requires compliance with all federal regulations and successful outcomes of routine unannounced inspections.

AABB (American Association of Blood Banks)

AABB accreditation involves the most stringent industry standards among all clinical laboratories, including regular unannounced inspections. Although participation in AABB accreditation inspections is voluntary, continuing accreditation is the gold standard in the blood banking industry.

CLIA (Clinical Laboratories Improvement Amendments) and Clinical Laboratory Licenses

In addition to collecting and processing blood, BBH also performs clinical diagnostic testing, which require national and state licensure. CLIA regulations ensure quality laboratory testing with Hawaii State Department of Health performing periodic audits to verify compliance.

3. 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. **Not Applicable**

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:

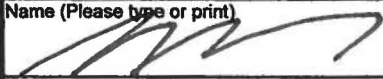
- (a) Received by the applicant for fiscal year 2019-20, but
- (b) Not received by the applicant thereafter.

This is a request to the legislature for Grants in Aid funding to ensure that the blood product supply in Hawaii is not interrupted due to the rail project. This permanent facility will be able to serve as a place to test, store and distribute blood products island-wide. No other funds will be requested for operations of this facility.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: **Blood Bank of Hawaii**

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
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15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	\$2,000,000.00	\$0.00	\$0.00	\$7,212,000.00
TOTAL (A+B+C+D+E)	\$9,012,000.00			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$2,000,000.00	Kim-Anh Nguyen, MD, PhD, President and CEO		(808) 848-4705
(b) Total Federal Funds Requested	\$0.00	Name (Please type or print)		Phone
(c) Total County Funds Requested	\$0.00			1/14/2019
(d) Total Private/Other Funds Requested	\$7,212,000.00			Signature of Authorized Official
TOTAL BUDGET	\$9,212,000.00	Kim-Anh Nguyen, MD, PhD, President and CEO		
		Name and Title (Please type or print)		

Note: A total of \$10,788,000 has been committed to the project to date. The total cost of the project including land acquisition, planning and design, construction and FF& E is expected to cost approximately \$20,000,000.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Blood Bank of Hawaii (Not Applicable)

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Blood Bank of Hawaii

FUNDING AMOUNT REQUESTED

TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00	\$0.00
LAND ACQUISITION	\$0.00	\$2,833,850.00	\$0.00		\$0.00	\$0.00
DESIGN	\$0.00	\$0.00	\$100,000.00	\$1,250,000.00	\$0.00	\$0.00
CONSTRUCTION	\$1,488,000.00	\$5,966,150.00	\$1,500,000.00	\$2,000,000.00	\$3,262,000.00	\$0.00
EQUIPMENT	\$0.00	\$0.00	\$250,000.00	\$0.00	\$1,200,000.00	\$0.00
TOTAL:	\$1,488,000.00	\$8,800,000.00	\$2,000,000.00	\$3,250,000.00	\$4,462,000.00	\$0.00

JUSTIFICATION/COMMENTS: Funds Received in prior years includes the future sale of the current BBH Dillingham Property.

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

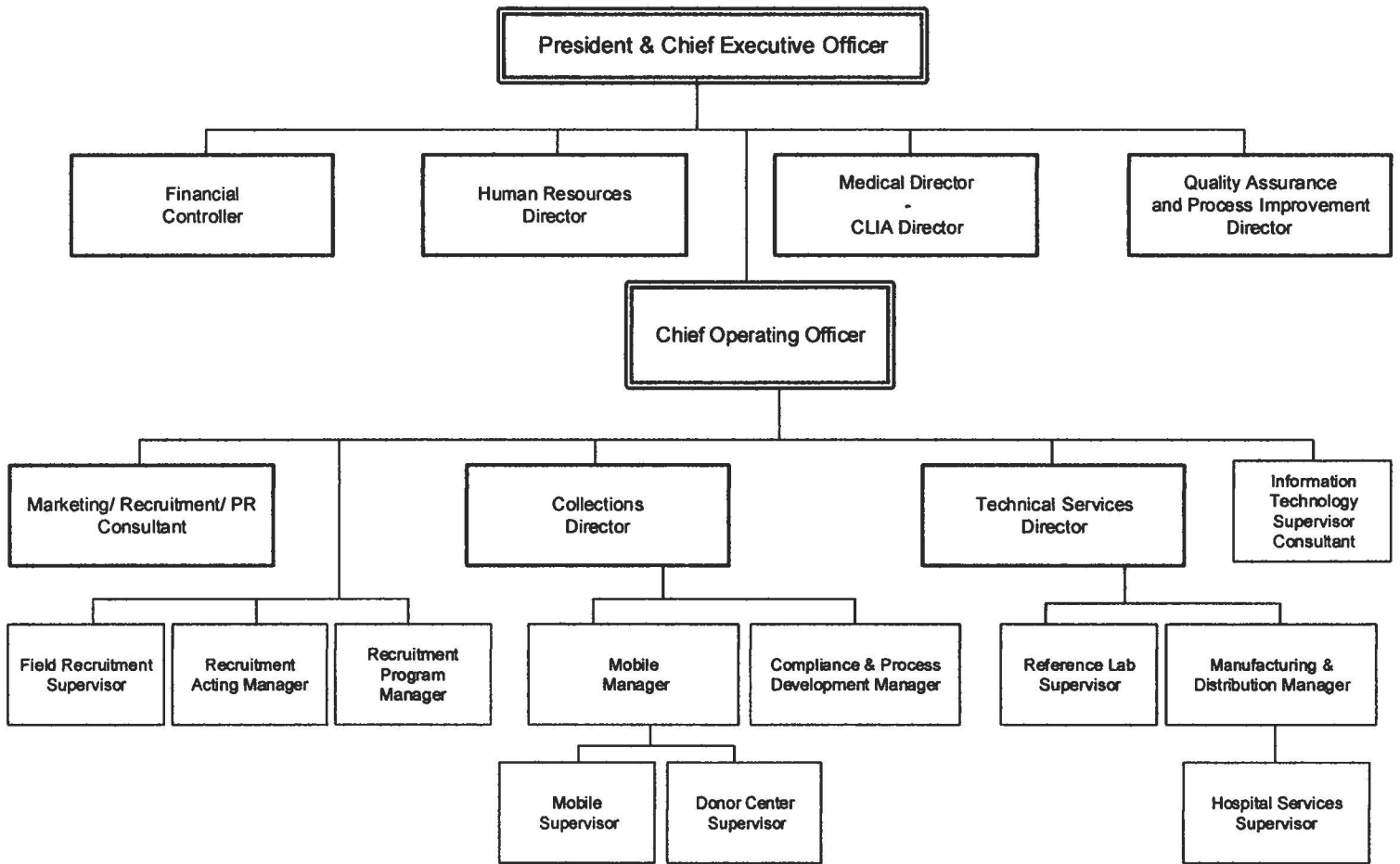
Applicant: Blood Bank of Hawaii

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Not Applicable				-
2					
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Blood Bank of Hawaii
 ORGANIZATION STRUCTURE
 EXECUTIVE - SUPERVISOR



Effective 11/26/2018