

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

Malama Pono Health Services

Amount of State Funds Requested: \$ 200,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):

Through the Women's Wellness Clinic, Transgender Program, and HIV/STD Program, Malama Pono Health Services is able to provide a range of services for free or at an affordable cost. These programs were created to fill a need on the rural island of Kauai and are geared toward at-risk, high-risk, uninsured, and underinsured individuals with an overarching goal to provide all people on Kauai with individualized, affordable, and compassionate health care.

Amount of Other Funds Available:

State: \$ 23,613
Federal: \$ 114,528
County: \$ 12,095
Private/Other: \$ 206,359

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 1,488,119
Unrestricted Assets:
\$ 415,024.94

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

P.O. Box 1950
City: State: Zip:
Lihue HI 96766

Contact Person for Matters Involving this Application

Name:
Charles Roessler

Title:
Grant Writer

Email:
charles@mphskauai.org

Phone:
(808) 246-9577 x20

Federal Tax ID#:

State Tax ID#

Authorized Signature

Mistee Bailey-Myrick, President/CEO

Name and Title

Date Signed

received
11/17/19 12:09 PM PR

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.

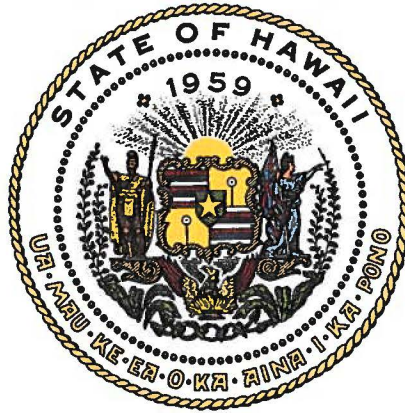
- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries 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

MISTEE BAILEY-MYRICK /
PRESIDENT/CEO
PRINT NAME AND TITLE

01/17/19
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

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: January 02, 2019

Director of Commerce and Consumer Affairs

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

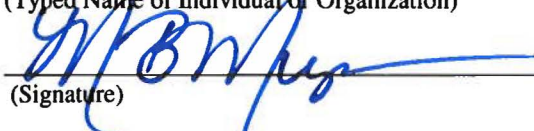
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

Malama Pono Health Services
(Typed Name of Individual or Organization)


(Signature)

01/17/19
(Date)

Mistee Bailey-Myrick
(Typed Name)

President/CEO
(Title)

§42F-102 Applications for grants. Requests for grants shall be submitted to the appropriate standing committees of the legislature at the start of each regular session of the legislature. Each request shall state:

(1) The name of the requesting organization or individual;

Malama Pono Health Services

(2) The public purpose for the grant;

Community Health Services

(3) The services to be supported by the grant;

Women's Wellness Clinic, HIV/STD Testing and Treatment, Transgender Services

(4) The target group; and

The age range for MPHS' services are offered to all individuals 14 years old and above. There is a specific focus in providing services to underserved populations on Kauai including uninsured or underinsured women, those at high risk for contracting (Sexually Transmitted Diseases) STDs and HIV, and those of API (Asian-Pacific Islander) descent. The API population is a target population because this demographic is disproportionately affected by STDs and unplanned pregnancies (CDC 2018).

(5) The cost of the grant and the budget. [L 1997, c 190, pt of §3; am L 2014, c 96, §6]

\$200,000

Application for Grant

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

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;

Malama Pono Health Services (MPHS) organizational mission is to provide individualized, compassionate health care and education to meet the evolving needs of the over 72,000 residents and 1.18 million annual visitors on Kauai (US Census Bureau 2017). MPHS opened its doors in 1986 and for over 30 years the organization has been the sole provider of HIV/AIDS, sexually transmitted diseases (STD), and viral hepatitis services on Kauai. These initial services encompassed direct case management and treatment for clients affected by these diseases. Throughout the agency's lifetime, programs were strategically added to fill service gaps in the Kauai health community and to remain financially viable in an ever-changing non-profit landscape.

Today, MPHS has grown to 11 staff members and offers a variety of services with the core goal of providing people on Kauai access to free or low-cost health care and education. All current programs are evidence-based and meet or exceed state standards: HIV/AIDS case management services, STD testing and treatment, Hepatitis B&C testing and referral, Women's Wellness Clinic, Mobile Health Clinic, tobacco cessation program, Fatherhood is Scared program, transgender services, Love Notes: Teaching Teens Health Relationships, and the newly integrated SBIRT services (Screening, Behavioral Intervention, and Referral to Treatment for substance abuse) that will begin by the beginning of 2019 calendar year. Through continued evaluation, feedback from stakeholders in the community, and partnerships with other local organizations, MPHS looks forward to continuously improving the health and well-being of everyone on Kauai.

Malama Pono Health Services (MPHS) mission is to provide individualized, compassionate health care services and education to meet the evolving needs of those on Kauai. MPHS programs include HIV/Hepatitis C case management, HIV/STD/Hepatitis testing and counseling, STD (gonorrhea, chlamydia, syphilis) treatment, tobacco cessation, Women's Wellness services, fatherhood program, Love Notes (teen pregnancy prevention program), the mobile health unit, and newly integrated SBIRT services (Screening, Behavioral Intervention, and Referral to Treatment for substance abuse) that will begin by the beginning of 2019 calendar year.

The following statistics are for all MPHS programs for the last completed fiscal year (FYE June 30, 2018):

Services were provided to a total of 1,109 unduplicated individuals with a breakdown for each program:

HIV & STD testing / counseling / education:

- 425 HIV counseling & testing sessions
- 56 Hep C counseling & testing sessions
- 10 Hep B testing & vaccination
- 561 STD counseling & testing sessions
- 605 total counseling & testing sessions
- Dispersed 6,155 condoms

Women's Wellness Clinic (WWC)

- Increased by over 50% from FYE 2017 to FYE 2018
- 331 total visits
- 5 abnormal pap smears
- 2 breast lumps
- Referred 15 patients to follow up care
- Initiated 58 people on birth control
- Provided 113 total patients with birth control

HIV Care Services encompasses support services, case management, access to food pantry, medications assistance, and housing to 43 clients

Tobacco Cessation Services encompasses free cessation classes that include nicotine replacement therapy to 122 individuals

Transgender services encompasses hormone therapy, motivational and harm reduction counseling, and access to free STD/HIV testing to 8 individuals

2. The goals and objectives related to the request;

Malama Pono Health Services utilizes S.M.A.R.T. (Specific, Measurable, Assignable, Relevant, Timely) goals in gauging organizational effectiveness. For FYE June 30, 2020, the following goals are set for each program:

The Women's Wellness Clinic:

1. **Goal 1:** MPHS will ensure that the Women's Wellness Clinic (WWC) is reaching women who are of low socio-economic status and that this segment of the population is utilizing services.

S.M.A.R.T. Objective: 20% of those utilizing WWC services will be underinsured or uninsured for FYE 2020

2. **Goal 2:** MPHS will increase the percentage of planned pregnancies in the Native Hawaiian and Other Pacific Islander community to address the high amount of teen pregnancies and births to mothers with fewer than 12 years of education in this segment of the population (2015 KCHNA).

S.M.A.R.T. Objective: 30% of those utilizing WWC services in FYE 2020 will be from the Native Hawaiian, Other Pacific Islander, or Asian community

3. **Goal 3:** MPHS focuses on quality women's services in the WWC by ensuring that there is a continuum of care with any abnormalities being referred to follow up care.

S.M.A.R.T. Objective: 100% referral for any abnormal exams in FYE 2020 -- i.e. pap smears, breast lumps

4. **Goal 4:** MPHS will continue to increase usage of WWC services throughout the local community by means of public services announcements, outreach, press releases, etc.

S.M.A.R.T. Objective: 10% growth in the number of patient visits utilizing WWC services for FYE 2020 from 392 visits in FYE 2019 (projected) to 431 visits

HIV/STD Testing and Counseling:

1. **Goal 1:** MPHS will continue to increase the number of individuals utilizing HIV/STD testing and counseling services

S.M.A.R.T. Objective: 10% growth in the number of patients from 665 individuals in FYE June 2019 (projected) to 731 individuals in FYE 2019.

2. **Goal 2:** MPHS focuses on providing quality HIV/STD counseling and testing services and will ensure that all patients are referred to proper care if unable to provide services internally.

S.M.A.R.T. Objective: 100% of individuals testing positive for gonorrhea, chlamydia, HIV, or syphilis will be treated by MPHS or connected to treatment for FYE 2020

3. **Goal 3:** MPHS will ensure that all patients testing positive for HIV will be connected to case management services, provided intake, and assessed for qualification of assistance

S.M.A.R.T. Objective: 100% of individuals testing positive for HIV will be connected to MPHS case management services for FYE 2020

4. **Goal 4:** MPHS will provide free contraceptives in the form of condoms throughout the community to increase access.

S.M.A.R.T. Objective: MPHS will disperse over 6,000 condoms in the local Kauai community for FYE 2020

Transgender Services:

1. **Goal 1:** MPHS will continue to work with referral networks in the community to ensure that transgender individuals have access to affordable care on Kauai

S.M.A.R.T. Objective: MPHS will continue to work with the State Department of Health, County of Kauai, and other medical and social service agencies to create a more robust referral network in FYE 2020

2. **Goal 2:** MPHS will increase the number of transgender individuals utilizing transgender services.

S.M.A.R.T. Objective: MPHS will increase the number of transgender individuals by 20% from 10 individuals in FYE 2019 (projected) to at least 12 individuals in FYE 2020

3. The public purpose and need to be served;

The public purpose and funding request for this proposal is broken down into three areas: the Women's Wellness Clinic (WWC), HIV/STD counseling and testing services, and transgender services.

a) The Women's Wellness Clinic:

The WWC program emerged to fill a service gap in the local community after Planned Parenthood left the island, leaving many uninsured and underinsured women with little to no options for women's health services. Well-women exams are integral in preventative health care for women and should be done annually to prevent future complications like cervical and breast cancer (American Congress of Obstetricians and Gynecologists (ACOG)). Furthermore, Malama Pono Health Services (MPHS) is strongly aligned with ACOG's belief that all women should have "unhindered and affordable access" to all FDA approved contraceptives. Yet on the island of Kauai, receiving these services can be a difficult task. According to the 2015 Kauai Community Health Needs Assessment, both access to health care and women's health were top needs in the local community. On Kauai it can take several months for a female to see a local physician, even if they are insured, because of the lack of qualified professionals in the community. Conversely, Malama Pono Health Services' Women's Wellness Clinic (WWC) can provide these services within a week.

This empowers all women to come get tested regularly, talk with a professional regarding reproductive health issues, and find a method of contraception that works for them without extensive planning or worrying about affording services. Furthermore, the

focus of the Women's Wellness Clinic is to serve women who are uninsured or underinsured. Without the WWC, this high-risk population would have little to no options on Kauai and would have to seek care on a neighbor island. On the community level, if the Women's Wellness Clinic did not exist, it is more than likely that many high-risk women would not receive these services at all and would adversely affect long-term community health spending.

b) HIV Testing and counseling:

HIV/STD testing and counseling services also fill a top need in the Kauai community. According to the "2015 Kauai County Community Health Needs Assessment", immunizations and infectious diseases ranked second for top health needs on Kauai, teen and adolescent health ranked fourth, and access to health services sixth. MPHS' STD program addresses these gaps in health coverage for the local community. Statistically, both gonorrhea and chlamydia have seen a steady increase in incidence over the last few years. Gonorrhea saw over three times an increase in incidence on Kauai from 10 individuals per 100,000 in 2013 to almost 35 individuals in 2015 (Hawaii Health Matters). Chlamydia incidence has been climbing since 2011 with 168 individuals per 100,000 to 281 individuals per 100,000 in 2015, over a 50% increase. Furthermore, syphilis saw a dramatic increase in incidence from 2015 when there were less than five reported cases. Since 2016, there have been at least four clusters of syphilis cases reported on Kauai alone, including one individual that almost went blind and another individual being a pregnant mother.

Untreated cases of gonorrhea and chlamydia can lead to multiple long-term complications including pelvic inflammatory disease, infertility, scarring, ectopic pregnancy, and long-term abdominal pain. Syphilis has even more dire consequences that can lead to severe problems with the heart, brain, and nerves that can result in paralysis, dementia, deafness, blindness, impotence and even death.

Sexually transmitted infections (STIs) can cause a significant economic strain on the local healthcare system and become even more costly if an individual is not tested and treated. Untreated cases lead to further complications for the individual but also endangers others in the community. The CDC conservatively estimates the lifetime cost of all eight of the most common STIs contracted in one year to be \$15.6 Billion in the United States. MPHS STI/STD services are integral in maintaining the sexual health of the Kauai community and keeping the economic strain of untreated STIs at a minimum.

c) Transgender Services:

According to the "Hawaii Sexual & Gender Minority Report 2018" (HSGMR 2018), transgender youth experience significant barriers to healthcare that include being denied to care, treated harshly or being harassed, refused to be touched by providers, and denied access to hormonal therapy. Furthermore, the same report reveals high rates of substance abuse. This includes 25% of transgender youth stating they have tried injection drug use compared to just 1% for the cisgender population.

Malama Pono Health Services (MPHS) provides this population with a safe place to receive several beneficial services that have been highlighted in this report. MPHS has an in-house tobacco cessation program, HIV/STD testing and counseling sessions, SBIRT (screening, brief intervention, referral to treatment) services for substance abuse, along with hormone therapy and a referral network to the other local support services. All these services are provided for free and offer the transgender population on Kauai a safe space to receive quality health care treatment and support.

Moreover, there will be a greater need for these services in the foreseeable future. The HSGMR 2018 states that in this study 3% of high school students identify as transgender. The total high school population for the island of Kauai in 2018-2019 is 3,211 students (public school review). Therefore on Kauai alone, there are approximately 96 individuals that currently identify as transgender in high school. As the only non-profit agency on the island that offers these services, MPHS believes it is integral to have services available for this segment of the population as they progress into adulthood.

4. Describe the target population to be served

The age range for MPHS' services are offered to all individuals 14 years old and above. There is a specific focus in providing services to underserved populations on Kauai including uninsured or underinsured women, those at high risk for contracting (Sexually Transmitted Diseases) STDs and HIV, and those of API (Asian-Pacific Islander) descent. The API population is a target population because this demographic is disproportionately affected by STDs and unplanned pregnancies (CDC 2018).

5. Describe the geographic coverage

The geographic location covered by this project is the island of Kauai. Kauai is a rural and isolated island community located approximately 100 miles northwest of Oahu with a population of a little over 72,000 residents and 1.18 million annual visitors (US Census Bureau 2018). The island is 551 square miles and ranks fourth in geographic size among the seven major islands.

III. 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

a. Women's Wellness Clinic (WWC)

The Women's Wellness Clinic has continued to show increased growth as Malama Pono Health Services enters the third full year since launching this program. The program includes a comprehensive range of services: pap smears, breast cancer screenings, birth control options, cervical cancer screenings, vaginitis, urinary tract infections, and referral to follow-up care. The current schedule includes a nurse practitioner on staff and a licensed OB/GYN that volunteers her time to provide these services by appointment every Tuesday and Thursday. Furthermore, MPHS periodically provides birth control options on the west side of the island through use of a facility owned by the Hawaii Department of Health. This expansion is implemented to promote greater accessibility to the geographically remote areas of the island and reach a population that has been adversely affected by high rates of unplanned teen pregnancy and low contraceptive use (2015 Kauai Community Health and Needs Assessment).

The overarching goal is to provide all women, age 14 and over, with quality women's health care at an affordable cost. For MPHS, it is imperative that these services are available to the segment of the population that is uninsured or underinsured.

b. HIV/STD Services

Malama Pono Health Services (MPHS) will provide free human immunodeficiency virus (HIV) and sexually transmitted disease (STD or STI) testing to the Kauai population as long as the patient shows sufficient risk. The STD's that MPHS will test for include gonorrhea, chlamydia, syphilis, Hepatitis C, and Hepatitis B. Testing and treatment are partially contracted through the State of Hawaii Department of Health and this partnership promotes consistent communication regarding coordination of care for positive patients and their partners. MPHS secures funding for the portion of HIV/STD testing that is not covered in the State of Hawaii Department of Health contract to ensure that all at-risk individuals on Kauai can gain access to these free services.

All testing services meet or exceed state standards and are accompanied with counseling that utilizes harm reduction and motivational interviewing techniques. These counseling services are essential in educating and creating a plan with the patient to reduce risk to STIs and unplanned pregnancies. Furthermore, this interactions allows MPHS prevention specialists to connect the patient to various contraceptives provided by our agency for free or at a low cost. The hours for testing are Monday through Friday from 8 am -12:00 pm and 1:30 pm – 4:00 pm.

c. Transgender Services

Malama Pono Health Services provides transgender services for both male to female and female to male transitioning individuals. This encompasses hormone replacement therapy, counseling services based on motivational interviewing, referral for legal name change assistance, and referral to support groups in the community. Currently, the nurse practitioner and clinical supervisor carry out the clinical aspects of this program. Moreover, MPHS is fortunate enough to have Bianka Tasaka on staff who identifies as transgender and can be considered a peer navigator for these patients. She is able to

provide services and support to transgender patients with the background of having lived experience. Bianka was highlighted in the “talk story” section of the Hawaii Sexual & Gender Minority Report 2018. Furthermore, these patients can take advantage of MPHS’ other programs to maintain their sexual health and get support for substance abuse. These services are offered during regular clinic hours: 8 am – 12pm and 1:30 pm – 4:00 pm, Monday through Friday.

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

Key: X = goals/objectives in process towards S.M.A.R.T. goals in FYE 2020

Project Activity FYE 2020	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Goal
Referrals for Women’s Wellness Clinic, HIV/STD, Transgender Services from Partner Agencies	X	X	X	X	X	X	X	X	X	X	X	X	
Daily Women’s Clinic: 8am to 4pm Mon-Fri (WWC)	X	X	X	X	X	X	X	X	X	X	X	X	431 total visits
No. of Uninsured/Underinsured Women/Teens Served (WWC)	X	X	X	X	X	X	X	X	X	X	X	X	86 total visits
HIV Testing and Treatment. Daily Clinic Hours 8am-4pm Mon-Fri (HIV)	X	X	X	X	X	X	X	X	X	X	X	X	731 total individuals (HIV + STD combined)
STD Testing and Treatment. Daily Clinic Hours: 8am-4pm Mon-Fri. (STD)	X	X	X	X	X	X	X	X	X	X	X	X	731 total individuals (HIV + STD combined)
Transgender Services (Trans)	X	X	X	X	X	X	X	X	X	X	X	X	12 total individuals
Radio Public Service Announcements: All Programs	300	300	300	300	300	300	300	300	300	300	300	300	Average 300 PSA per month
Education/Prevention Sessions: All Programs Quarterly/As Needed			X			X			X			X	Quarterly

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

First and foremost, all Malama Pono Health Services (MPHS) programs meet or exceed state standards while striving to achieve best-practice. Each program utilizes a database system that provides clinical statistics on all patients. The Women's Wellness Clinic and transgender services utilize a web based Electronic Medical Records (EMR), and the HIV/STD testing and counseling clinic uses an internal electronic database and "Luther" to communicate results to the Hawaii Department of Health. These statistics are used to guide monthly staff meetings that discuss project status, barriers, and successes of the program measured against S.M.A.R.T. goals and other feedback. MPHS also periodically disperses anonymous patient satisfaction surveys, assesses agency social media comments, and any other form of individual feedback to guide program effectiveness.

Evaluation and effectiveness are also gauged through frequent meetings with other community and government organizations to discuss program barriers and successes. These discussions provide MPHS with valuable input from outside organizations regarding effectiveness of our programs, unmet needs in the community and to inform future program delivery.

Lastly, MPHS closely monitors local, state, and national increased incidents of specific diseases, positive test trends, increase in treatment use, etc. These statistics provide Malama Pono Health Services with valuable insights regarding current health trends and inform service delivery. One example of this is a recent increase incidence in syphilis cases. To respond to this, MPHS began to focus more time in patient sessions toward syphilis screening.

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.

The measures of effectiveness that will be reported to the State agency will be done on a quarterly basis. Malama Pono Health Services will have updates on the organization's progress towards the S.M.A.R.T. goals listed in the section above, as well as a detailed description of what and how funds were utilized (section II question 2). Furthermore, the report will contain an update on any unforeseen barriers in achieving goals and adjustments made to program delivery to address these barriers.

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
\$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 2020.

- Dow AgroSciences
- HI Women’s Legal Foundation
- Mabel Wilcox Trust
- SW Wilcox Trust
- Women’s Fund of Hawaii
- Antone and Edene Vidinha Charitable Trust
- Max and Victoria Dreyfus Foundation
- Zonta/Weinberg Foundation
- John and Vera Long Foundation

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.

DOH Prevention / Case Management	Department of Health	State	\$239,342
Ryan White Yr 28	Ryan White	U.S.	\$60,629
340B Ryan White	Ryan White	U.S.	\$60,000
County of Kauai STD grant	County of Kauai	Kau	\$20,000
DOH STD contract	Department of Health	State	\$15,000
SBIRT 18-1 Services	Department of Health	State	\$55,000
DHS/NIHP Yr. 23	DHS	State	\$4,600
HUD/NIHP Yr. 19	HUD	Federal	\$14,394

6. **The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.**

\$415,024.94

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.

HIV/STD testing and counseling services

Malama Pono Health Services (MPHS) has been the sole provider of HIV case management and testing services for over 30 years. With decades of experience and knowledge in delivering these services in the clinical setting, MPHS has built a rapport with many members in the community. Currently, the organization offers a variety of services within this program. All testers are certified by the State of Hawaii and are trained in harm reduction and motivational interviewing techniques. MPHS finds it imperative to incorporate best practices whenever possible and provides additional training to staff to accomplish this task.

In recent years, MPHS has increased the usage of individuals in the community utilizing these services with 605 total testing and counseling sessions in FYE June 30, 2018. This program is also contracted through the state to provide HIV/STD tests and treatment (gonorrhea and chlamydia) to those that show risk within the community. MPHS' main goal is to provide everyone on Kauai with free and confidential testing. Therefore, even though there are restrictions from the state on the "high-risk" individuals that can be tested for free, MPHS pays for testing to all individuals that show some risk.

Women's Wellness Clinic

The Women's Wellness Clinic (WWC) has shown considerable growth since the program began in 2015. The program emerged to fill a service gap in the local community after Planned Parenthood left the island, leaving many uninsured and underinsured women with little to no options for women's health services. Furthermore, the importance of starting the program was reflected in the 2013 Kauai Community Health Needs Assessment which listed women's health services as a top need. The current services offered in the WWC are comprehensive: pap smears, cervical cancer screening, family planning, birth control, pregnancy testing, breast cancer screening, urinary tract infection, yeast infection, vaginitis, reproductive options and referrals.

With a strong strategic plan and over two years of evaluating, the statistics reflect that the community is utilizing the services and extremely satisfied with the level of quality care given to patients in the clinic. The number of patients for the Women's Wellness Clinic increased by over 50% from FYE 2017 to FYE 2018 and patient feedback has been unanimously positive. The WWC has a family nurse practitioner and medical

assistant on staff to handle most of the tasks within the program. Furthermore, there is a medical supervisor, Dr. Carol Fujiyoshi (Ob/Gyn) that provides services also.

Transgender Services

Transgender services also began in 2015 as the Women's Wellness Clinic launched. The program has seen some growth with 8 transgender patients receiving services regularly in FYE June 30, 2018. There is an obvious need for the program as reflected in the "Hawaii Sexual & Gender Minority Report 2018", stating that 3% of high school youth identifying as transgender. This program is spear-headed by Bianka Tasaka, who identifies as transgender and provides patients with valuable insight and support through her lived experience. The services in the transgender program encompasses hormone therapy for both male to female and female to male transitioning individuals, and access to other free services offered by MPHS. Furthermore, MPHS has a strong referral network with other organizations in the community that will provide legal name change assistance and other forms of support.

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.

Malama Pono Health Services (MPHS) currently leases two office spaces directly across the street from each other in Lihue, the most central location on Kauai. The clinic office is located at 4366 Kukui Grove Street, Suite 205, Lihue, HI 96766. The clinic area is 1,168 square feet and has a reception area, one office, three exam rooms, and a clinical lab. The clinical office allows MPHS to provide STD/HIV tests and counseling sessions, women's wellness clinic services, and transgender services in one setting.

The administrative office is located at 4370 Kukui Grove Street, Suite 105, Lihue, HI 96766. The administrative side has the offices of the Accounting Director, CEO, COO, HIV case manager, grant writer, and tobacco cessation specialist. The administrative area is 768 square feet in total.

At or before the next fiscal year that begins on July 1, 2019, MPHS will be in a brand-new office located at 4370 Kukui Grove Street, Suite 114 & 115, Lihue, HI 96766. This space will be 2,486 square feet and will have all staff in one combined office. The new area is designed by MPHS and will have an optimum layout to increase production and communication among staff. The new layout includes three exam rooms, a consultation room, an area for the food pantry for MPHS clients living with HIV, a clinical lab, reception area, break room, conference room, and five individual offices. Furthermore, this facility is a more cost-effective than the current offices being leased by MPHS.

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.

The Women's Wellness Clinic and Transgender Services are overseen by the Clinical Supervisor, Verna Souza-Costa. The clinical administration of services under both programs are done by a part-time Medical Assistant (Melisse Camelo), Nurse Practitioner (Brandi Bartholomew), and Medical Supervisor (Dr. Carol Fujiyoshi). Furthermore, there are other staff involved in the process including the Accounting Director, Executive Team (CEO and COO), and Prevention Specialist, Bianka Tasaka.

For the HIV/STD testing clinic, the Clinic Supervisor oversees the coordination of the project with testing and counseling sessions provided by our 2 Prevention Specialists (Andrew Preston and Bianka Tasaka). The Clinical Supervisor reports to the CEO and COO who will provide administrative oversight.

All staff on the clinical side are trained and certified by the Hawaii Department of Health. Furthermore, the staff are provided annual trainings in areas of CPR, phlebotomy, harm reduction, cultural competence and STD training to ensure best practices are utilized.

The Malama Pono Health Services (MPHS) Board of Directors (BOD) governs, sets policy, develops strategic planning and goals for the organizations. Moreover, the BOD supervises the President/CEO, Mistee Bailey-Myrick, to ensure that MPHS is sustainable and has adequate resources to advance the mission.

Medical Supervision: Dr. Carol Fujiyoshi, M.D. Obstetrics/Gynecology. Employed by Kauai Medical Clinic and MPHS Board of Directors Chair.

President and CEO, Mistee Bailey-Myrick, 1.0 FTE

Reporting to the Board of Directors, the CEO has overall strategic and operational responsibility for Malama Pono Health Services' staff, programs, expansion, and execution of its mission. She has extensive knowledge of the health services field, core programs, operations, and business plan and is responsible also for media/public relations and community partnerships.

Chief Operations Officer, Rob Anderson, 1.0 FTE

Reporting to the President, the COO is responsible for oversight of all MPHS operations: finance, office management, human resources, technology, curriculum and instruction, performance management, and research and evaluation. He is the liaison between the CEO, Board, and staff.

Accounting Director, Giovana McAfee, 1.0 FTE

Reporting to the President, the Accounting Director manages effective and administrative/financial systems, including financial, accounting, legal, human resources, and physical infrastructure. She is responsible for all contract and grant fiscal compliances.

Clinical Supervisor / Tobacco Treatment Specialist, Verna Souza-Costa, 1.0 FTE

The Clinical Supervisor manages the daily activities of our Women's Wellness Clinic: maintains clinic budget; orders clinical equipment and supplies to fill patient needs. She also handles all the receptionist duties on the clinical side. Furthermore, Verna Souza-Costa is trained in the tobacco cessation program and can provide counseling and treatment to patients in the program.

Grant Writer/Community Engagement, Charles Roessler, MSW, 1.0 FTE

The Grant Writer is responsible for all phases of the grant process: grant preparation, submission, final reports and award receipts. MPHS grants include Federal, State, private foundation and corporate sponsorship proposals. He works with the CEO, COO and Accounting Director to plan and maintain budget and fiscal requirements. Charles also runs the Fatherhood program that was restarted in May 2018.

Case Manager Linda Arn, 1.0 FTE

Accomplishes HIV/AIDS clients' care by assessing treatment needs; developing, monitoring, and evaluating individual treatment plans and progress. She assists with coordinating clients' benefits and support services as needed (Food Pantry, Food Cards, Bus Passes, etc.)

Prevention Specialist Supervisor, Bianka Tasaka, 1.0 FTE

The Prevention Specialist Supervisor oversees 2 Prevention Specialists who provide culturally sensitive HIV/AIDS, Sexually Transmitted Disease (STDs), and Infectious Hepatitis Risk Reduction education, counseling, testing and referrals to individuals and groups on Kauai.

Prevention Specialist, Andrew Preston, 1.0 FTE

Reporting to the Prevention Specialist Supervisor, The Prevention Specialist provides culturally sensitive HIV/AIDS, Sexually Transmitted Disease (STDs), and Infectious Hepatitis Risk Reduction education, counseling, testing and referrals to individuals and groups on Kauai.

Family Nurse Practitioner, Brandi Bartholomew, .40 FTE

The Nurse Practitioner is a licensed independent practitioner who is responsible for managing health problems and coordinating health care for patients in accordance with State and Federal rules and regulations. She performs diagnoses and treatment of illnesses, as well as carries out health-risk assessments, routine checkups, screening tests and immunization, and counseling for our Women's Wellness Clinic.

Medical Assistant / Coder, Melisse Camelo, .40 FTE

Melisse handles all the medical assistant duties for Brandi Bartholomew in the Women’s Wellness Clinic. She also establishes and oversees billing practices and is the MPHS Medical Biller/Coder. She also is a Prevention Specialist and provides culturally sensitive HIV/AIDS, Sexually Transmitted Disease (STDs), and Infectious Hepatitis Risk Reduction education, counseling, testing and referrals to individuals and groups on Kauai.

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.

Please see attachment A

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	\$76,478
Chief Operating Officer	\$51,700
Director of Accounting	\$50,000

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.

Not Applicable

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.

The following licenses and/or accreditation are held by Malama Pono Health Services (MPHS) Staff in the HIV/STD program, transgender program, and Women’s Wellness Clinic:

1. All MPHS Prevention Specialists have been trained and certified by the STD/HIV/AIDS Prevention Branch of the Hawaii State Department of Health
2. MPHS HIV Rapid Testing Program is a certified Clinical Laboratory Improvements Amendment (CLIA) waived activity given by the U.S. Centers for Medicare and Medicaid Services
3. Our President/CEO has a degree in Nursing
4. Our Prevention Specialists are Certified Medical Assistants
5. Our Nurse Practitioner is a Qualified and Board-Certified with current pediatric and women's health experience

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.

Malama Pono Health Services will not use this funding to support or benefit a sectarian or non-sectarian private educational institution.

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.

MPHS operational budget for FYE June 30, 2019, is \$1,253,623. Restricted funding accounts for around 67% (\$853,623) of this total, while unrestricted funding counts for 7.4% (\$95,000). Over the course of the past year, MPHS has been able to secure two new revenue streams that have directly affected the organization: implementing fee-for-service and initiating the 340 B drug rebate program. These two revenue streams are projected to account for a little over 20% (\$280,000) of the total operating budget for FYE June 2019.

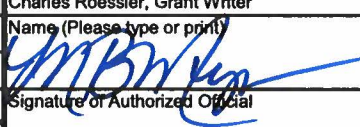
Functioning under the public provider financial stability model, part of MPHS' financial sustainability is to rely on grant funding to help deliver needed services to underserved populations. Through support from funding sources like Grant in Aid, MPHS has been able to deliver quality services in the Kauai community. If funding is not given after fiscal year 2019-2020, MPHS will seek out other funding opportunities through grants and a

continued diversification of revenue. The organization is continuously seeking new funding streams to meet the demands of an everchanging non-profit landscape.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

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	129,743			
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST	129,743			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	1,500			
2. Insurance	11,000			
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	15,000			
5. Staff Training	2,500			
6. Supplies	14,257			
7. Telecommunication	1,000			
8. Utilities				
9. Contract Services	10,000			
10. Publicity Advertising	12,500			
11. R & M Building	2,500			
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	70,257			
C. EQUIPMENT PURCHASES				
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		Charles Roessler, Grant Writer	(808) 246-9577 x20	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			01/17/19	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET	200,000	Mistee Bailey-Myrick, President/CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2019 to June 30, 2020

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)
President / Chief Executive Officer	1	\$76,478.00	10.00%	\$ 7,647.80
Chief Operating Officer	1	\$51,700.00	10.00%	\$ 5,170.00
Accounting Director	1	\$50,000.00	10.00%	\$ 5,000.00
Clinical Supervisor	1	\$40,000.00	70.00%	\$ 28,000.00
Prevention Specialist II	1	\$35,360.00	60.00%	\$ 21,216.00
Prevention Specialist I	1	\$33,280.00	60.00%	\$ 19,968.00
Medical Asst./Coder	0.4	\$15,184.00	100.00%	\$ 15,184.00
Family Nurse Practitioner	0.4	\$37,440.00	70.00%	\$ 26,208.00
Grant Writer / Community Engagement Coordinator	1	\$45,000.00	3.00%	\$ 1,350.00
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				129,743.80

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Malama Pono Health Services

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
NOT APPLICABLE			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

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, 2019 to June 30, 2020

Applicant: Malama Pono Health Services

NOT APPLICABLE

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						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Malama Pono Health Services

Contracts Total:

468,965

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	DOH Prevention / Case Management	7/1/18 - 6/30/19	Department of Health	State	239,342
2	Ryan White Yr 28	4/1/18 - 3/31/19	Ryan White	U.S.	60,629
3	340B Ryan White	7/1/18 - 6/30/19	Ryan White	U.S.	60,000
4	County of Kauai STD grant	9/1/18 - 8/31/19	County of Kauai	Kau	20,000
5	DOH STD contract	7/1/18 - 6/30/19	Department of Health	State	15,000
6	SBIRT 18-1 Services	10/1/18 - 9/30/19	Department of Health	State	55,000
7	DHS/NIHP Yr. 23	7/1/18 - 6/30/19	DHS	State	4,600
8	HUD/NIHP Yr. 19	5/1/18 - 4/30/19	HUD	Federal	14,394
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