

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

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Dba:

Hale Hau'oli Hawai'i

Amount of State Funds Requested: \$ 90,720

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

This request is to expand Hale Hau'oli Hawai'i's ("HHH") Program, Dementia in the Family - Care Resources and Options to the Neighbor Islands. Caregivers on Kaua'i, Maui, and Hawai'i island will gain more information about dementia to assist their senior ("kupuna") to remain as long as possible in the home setting. HHH will conduct a total of four information sessions with, at each event, capacity for 150 attendees, three or more guest speakers, and ten or more community agency resource tables.

Amount of Other Funds Available:

State: \$ _____

Federal: \$ _____

County: \$ 14,750

Private/Other: \$ _____

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

\$ 0

Unrestricted Assets:

\$ 55,140

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:

98-1247 Ka`ahumanu St, Ste 207

City: State: Zip:

`Aiea HI 96701

Contact Person for Matters Involving this Application

Name:
Kathleen Wyatt

Title:
President

Email:
kwyatt01@aol.com

Phone:
808-798-8706

Federal Tax ID#:

██████████

State Tax ID#

██████████

Kathleen Wyatt
Authorized Signature

Kathleen Wyatt, President
Name and Title

1/17/2020
Date Signed

received
01/17/2020

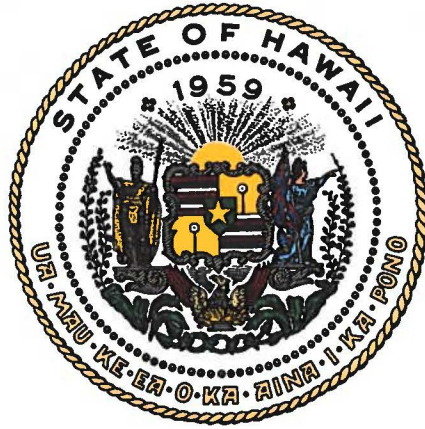
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Application Submittal Checklist

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

Kathleen Wyatt AUTHORIZED SIGNATURE Kathleen Wyatt, President PRINT NAME AND TITLE 1/17/2020 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

HALE HAUOLI HAWAII

was incorporated under the laws of Hawaii on 12/05/2016 ; 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 16, 2020

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.

Hale Hau'oli Hawai'i
(Typed Name of Individual or Organization)

Kathleen Wyatt 1/12/2020
(Signature) (Date)

Kathleen Wyatt President
(Typed Name) (Title)

I. Certification – Please attach immediately after cover page

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

Please see attached.

2. Declaration Statement

Please see attached.

3. Public Purpose

Hale Hau'oliHawai'i specifies that the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. Please section II.3 below for details.

II. Background and Summary

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

Hale Hau'oli Hawai'i ("HHH") was established in December 2016, and was recognized by the IRS as a 501(c)(3) organization in March 2017. The mission of HHH is to promote positive aging through community education programs, adult day care options, and caregiver support. The vision of HHH is to be a vital resource of senior services and education for our aging population and their caregivers. Our slogan is, "Committed to helping meet the needs of our elderly and their caregivers in the communities we serve."

To carry out its mission, HHH runs three successful programs: Adult Day Care, operated at its facility on Ka'ahumanu Street in 'Aiea, to provide safe and engaging activities for seniors while their caregivers are at work; CNA training, training knowledgeable and qualified paraprofessionals to work with seniors; and ongoing caregiver education, through community information sessions and support groups, to arm caregivers with knowledge and resources to help them in their caregiver journey.

As a part of the caregiver education program, HHH has organized and conducted four successful community information sessions, Dementia in the Family – Care Options and Resources, to date:

March 3, 2018: Pearl City Public Library (Pearl City), 131 attendees

September 29, 2018: Pearl Country Club ('Aiea), 190 attendees

June 8, 2019: Royal Hawaiian Country Club (Kailua), 83 attendees

November 16, 2019: Kroc Center Hawai'i (Ewa Beach), 171 attendees

HHH seeks to expand these education programs from O'ahu to the Neighbor Islands for reasons set forth below.

2. The goals and objectives related to the request;

The goal of HHH's Caregiver Education Program is to convey information and resources to Hawai'i caregivers so that they may assist their senior ("kupuna") to remain as long as possible in the home setting. As family caregivers gain knowledge and resource information about how to care for their loved ones' physical and emotional well-being, they are better able to care for the kupuna at home for a longer period of time, preserving family financial resources in the meantime.

During 2018-2019, HHH conducted 4 community information sessions, Dementia in the Family: Care Options and Resources ("DITF information sessions") on O'ahu, free of charge to participants. The DITF information sessions were well attended, and participants overwhelmingly said that they appreciated having these sessions in their communities, outside of Waikiki and downtown Honolulu. On evaluation forms, attendees said that they gained great benefit from the speakers' topics and resource exhibitors, and they "wanted more" information, education, and training.

During the course of publicity and registration for these O'ahu events, HHH fielded a dozen or more inquiries from Neighbor Island caregivers, asking if similar sessions could be held on their island. The costs and time of travel prohibit Neighbor Island caregivers from flying to Honolulu to receive caregiver education that their O'ahu counterparts receive. Accordingly, the goal of this request is to share dementia care resources and options with Neighbor Island residents.

The objective of this request is to conduct a total of four DITF information sessions, on the islands of Kauai and Maui and in Kailua-Kona and Hilo on the island of Hawai'i, free of charge to participants. DITF information sessions will have capacity for 150 attendees at each event. The program format will be three or more guest speakers speaking on topics related to dementia and caregiving. There will also be ten or more community agencies with resource tables, speaking to attendees about their services and distributing printed materials. DITF information session attendees will go home with increased knowledge and understanding of dementia, caregiving, and community resources that are available to them.

3. The public purpose and need to be served;

Seniors wish to age in place.

Among our aging population, "Aging in Place" is a goal for many families, to enable kupuna to remain in familiar surroundings among family for as long as

possible. Seniors in Hawai'i live at home at a higher rate (77.6%) than in the U.S. as a whole (71.6%) (Yahirun 2016, 8). It is also more common among Asian American and Pacific Islander families to live in multigenerational homes, and family members are expected to care for the senior in the home (AARP 2014, 13). Aging in place resonates with the cultural concepts in Hawai'i of 'ohana and caring for one another as family (Milner, 2018). Furthermore, the vast majority of caregivers (97%) want their aging relative to age in place (C&C, Survey, 32).

High cost of senior care in Hawai'i

While familial and cultural supports exist for aging in place, the high cost of senior care in Hawai'i is often a major reason why many seniors wish to age in place. In a recent study, Hawai'i ranked as the 4th most expensive state for care for aging seniors (Wu 2018). The high costs of care mean that seniors often have no choice but to remain in the home (Milner, 2018). In addition, the low unemployment rate in Hawai'i, 2.6% in November (DOL 2019), the high cost of living in general in Hawai'i (C&C 2019, focus group), smaller family size and more women working outside the home (Shih 2016, 3) are societal conditions that impact the availability and high cost of senior care services and facilities in Hawai'i.

Senior care is a public purpose.

The Hawai'i Department of Health, Executive Office on Aging (DOH, EOC), submitted the 2019 - 2023 Hawaii State Plan ("State Plan") on Aging to the U.S. Department of Health and Human Services, setting forth goals, strategies, and objectives to be accomplished by 2023 to support Hawai'i's seniors, individuals with disabilities, and their caregivers with a system of long-term services and supports (DOH, EOA 2019). With community input into the State Plan, the DOH, EOA recognized the need for long-term services and supports, especially with the growth in the numbers of Hawai'i's aging population and long life expectancy (Id., 1). The State Plan sets forth 5 strategies, of which three strategies directly align with this request.

2. Forge partnerships and alliances that will give impetus to meeting Hawaii's greatest challenges of the aging population;
4. Enable older adults to live in their communities through the availability of and access to high quality, long term services and supports (LTSS), including supports for their families and caregivers; and
5. Optimize the health, safety, and independence of Hawaii's older adults. (Id., 1-2).

The DOH, EOA aims to carry out these strategies in partnership with community organizations, along with public and private entities (Id., 2).

The need on Neighbor Islands for senior care is great.

Neighbor Island caregivers face similar needs and concerns to those on O'ahu: kupuna and family desire to age in place, senior care comes with high costs, and caregiving is stressful. In addition, Neighbor Island caregivers face additional challenges, in particular, a diminishing supply of doctors and healthcare workers and lack of senior care facilities and services. The University of Hawai'i reported to the 2020 Legislature in its Annual Report on Findings from the Hawai'i Physician Workforce Assessment Project that physician shortages are greater on the Neighbor Islands than on O'ahu.

Hawaii Physician Shortage By County 2019

Doctor shortages are more severe on the Neighbor Islands compared to Oahu.”

	Oahu	Big Island	Maui County	Kauai	Statewide
Shortage	377	230	153	60	820
Percentage	16	44	36	32	24

(UHM 2019, 7).

In addition to doctors, Hawai'i's healthcare industry is hard hit by a shortage of workers, in general, (Consilio 2019), and the need for senior care facilities and services is especially great on the Neighbor Islands. As only one example, a search of the Maui County Office on Aging's website for "assisted living", yielded one assisted living facility, along with one referral and coordination agency, three information and resource agencies, and four other public and nonprofit supports for seniors (MCOA 2020). Meanwhile, the population over the age of 65 on Maui increased an estimated 18.3% over the last decade (U.S. Census Bureau 2019). It is expected that research into senior care services and the growth of population 65 and older will yield similar results on the islands of Kaua'i and Hawai'i.

Kūpuna wish to age in place with supports from family. However, the high costs of senior care and the lack of physicians and senior services place additional challenges on Neighbor Island residents. It becomes imperative that Neighbor Island caregivers receive caregiver education on island to assist their kupuna to remain as long as possible in the home setting. This request serves the public purpose and need.

4. Describe the target population to be served; and

The target population is caregivers 50 years and older and their kupuna.

5. Describe the geographic coverage.

The geographic coverage for this request is the Neighbor Islands of Kaua'i, Maui, and Hawai'i.

III. Service Summary and Outcomes

1. Scope of work, tasks and responsibilities;

The **scope of work** of the project for FY2021 involves:

- Four Neighbor Island DITF information sessions in November 2020, February 2021, April 2021, and May 2021, 150 attendees each, free of charge to participants, with guest speakers and resource tables (this request),
- one DITF information session on O'ahu, scheduled on August 1, 2020 (secured funds from C&C GIA), and
- two DITF information sessions (scheduled for February 2021 and June 2021), each followed by small group caregiver trainings on O'ahu (C&C GIA request pending.)

The **tasks** for this request are as follows:

Please note: Tasks for O'ahu events are not described here, as they are not funded with this request.

DITF information sessions:

Four Neighbor Island events (this request).

A. Facilities

- 1) Locate facilities on Neighbor Islands, with capacity to accommodate attendees, chairs and tables to write on, parking, sound system, PowerPoint screening capability including screens, food and beverage, and space for resource tables
- 2) Review and sign contracts, pay deposits
- 3) Decide on menu for refreshments
- 4) Review audio-visual systems
- 5) Load PowerPoint presentations on to office laptop and test
- 6) Day of the event: final payment to venue

B. Guest speakers

- 1) Initiate contact via phone/email, discuss project concept, possible topics and date
- 2) Follow-up contact via phone/email to answer questions and to confirm dates
- 3) 3rd contact via phone and email to confirm their participation, request biographies for program, PowerPoint presentation (on thumb drive) and hard copy of PPT slide (handouts).
- 4) 4th contact via phone and email to follow up re biographies, PPT presentation, thumb drive and handouts.
- 5) After the event, obtain legal names and addresses of speakers, pay stipends.

C. Senior care community agencies/resource tables:

- 1) Initiate contact via phone/email, discuss project concept, dates, fee for resource table

- 2) Follow-up contact via phone/email to confirm, request brochures and other materials for resource bags
 - 3) Invoice resource table fee
- D. Printing
- 1) Design printed program to be distributed at the event. Contact print shop to discuss details of the job, place order, email copy
 - 2) Gather handouts from speakers. Drop off at/email handouts to print shop, place order for copying/printing, pick up order
- E. Resource bags
- 1) Place order for resource bags
 - 2) Place order for pens
 - 3) Request Senior Information and Assistance Handbooks from the Elderly Affairs Division of each county
 - 4) Purchase snack bars to place in bags
 - 5) Purchase 2-pocket portfolios
 - 6) Stuff portfolios with handouts and resource materials
 - 7) Stuff portfolios into resource bags
- F. Advertising
- 1) Contact Neighbor Island newspapers re publication dates, deadlines, cost
 - 2) Work with newspapers re layout of ads
 - 3) Finalize ads and approve copy
- G. Registrations
- 1) Receive phone calls from registrants
 - 2) Enter contact information into guest list format
 - 3) Send out reminder email to registrants 1-2 weeks prior to the session
 - 4) Recruit volunteers for registration table
 - 5) 1-2 weeks after each session, send "mahalo" emails to attendees and "sorry we missed you" email to registrants who did not attend
 - 6) Review evaluations, pre- and post-tests and determine project effectiveness

Responsibilities for the project are as follows:

HHH's President/Project Director will handle facilities, guest speakers, resource tables, advertising, printing, and ordering of all supplies.

HHH's Program Manager will handle inquiries and registrations.

HHH volunteers will handle stuffing of resource bags with supplies and hard copy materials.

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

July 2020 Contact venues and discuss availability and pricing. Contact at least 4 speakers and 10 senior care community agencies for resource tables.

- August 2020** Sign contracts with facilities, pay deposits. Design layout for display ads for print advertising, Neighbor Island newspapers. Follow-up with speakers, confirm, ask speakers for PowerPoint slides. Prepare copy for press releases and printed materials (programs, handouts). Prepare distribution lists for press releases.
- September 2020** Draft and send out press releases. Display ads and news articles run.
- October 2020** Receive registrations and create sign in sheets. Confirm and finalize all details (speakers, refreshments, program materials, guest list, etc.). Pack resource bags.
- November 2020** First Neighbor Island DITF information session is held; send follow-up emails to attendees and to those who registered but did not attend, review evaluations, pre- and post-tests.
- December 2020** Send out "save the date" emails, press releases, and copy to printers for program materials. Receive registrations and create sign in sheets.
- January 2021** Confirm and finalize all details for February event (speakers, refreshments, program materials, guest list, etc.). Pack resource bags.
- February 2021** Second Neighbor Island DITF information session is held; send follow-up emails to attendees and to those who registered but did not attend, review evaluations, pre- and post-tests. Send out "save the date" emails, press releases for April and May events, and copy to printers for program materials. Receive registrations and create sign in sheets.
- March 2021** Confirm and finalize all details for April and May events (speakers, refreshments, program materials, guest list, etc.). Pack resource bags for April event.
- April 2021** Third Neighbor Island DITF information session is held; send follow-up emails to attendees and to those who registered but did not attend, review evaluations, pre- and post-tests. Pack resource bags for April event.
- May 2021** Fourth Neighbor Island DITF information session is held; send follow-up emails to attendees and to those who registered but did not attend, review evaluations, pre- and post-tests.
- June 2021** Conclude project, prepare Final Report.

3. Quality assurance and evaluation plans

At each DITF information session, HHH conducts pre- and post-tests to determine what knowledge caregivers have about dementia care and resources (a) at the start of the informational session and (b) at the conclusion of the information session. Pre- and post-test questions are non-threatening and seek to gather information about attendees' basic understanding of dementia ("What are 3 symptoms of dementia?" "What is the difference between dementia and Alzheimer's disease?"), knowledge of caregiving resources ("What is the State of Hawai'i's Kupuna Care Program?" "When is Adult Day Care appropriate for a person with Dementia?") and caregiver stress ("What are 3 activities that caregivers can do to help alleviate stress?") These questions are also designed to follow information from the speakers' presentations and Power Points. Responses on the post-tests are compared with the pre-test responses to become an indicator of the level of information gained during the DITF information session. HHH's President/Program Director reviews all pre- and post-tests to determine the effectiveness of each session. She revises pre- and post-test questions for future information sessions, as the content delivered by the speakers may change from session to session.

HHH also distributes a Program Evaluation Form at each DITF information session. The evaluation queries attendees' specific responses on such topics as the content of the program, each speaker's presentation, and the venue. Attendees are asked to indicate their level of satisfaction on each topic from "poor" to "excellent" and to elaborate if their response was "poor" or "fair". Attendees have been very forthcoming with their evaluation of the programs, and they often give detailed responses. HHH seeks to have 85% responses in the "good" or "excellent" range. HHH's President/Program Director reviews all evaluation forms and incorporates attendee feedback into the formulation of future DITF information sessions.

HHH's President/Program Director also solicits and collects qualitative information from speakers, community resource agencies that distributed resource materials, volunteers, and attendees. Qualitative information is considered along with data from pre- and post-tests and evaluation forms and incorporated into the planning of future sessions.

4. Measures of effectiveness

HHH will report to the State agency:

- The date, time, and location of four DITF Neighbor Island information sessions.
- The number of speakers at each DITF information session, including their biographical data, a minimum of 3 at each session.

- The number of resource tables at each DITF information session, a minimum of 10.

This report will be supported with the hard copy programs of each session.

- The number of attendees at each DITF information session, a minimum of 150 attendees

This report will be supported with sign-in lists, redacted for privacy.

- Satisfaction level of attendees at each DITF information session.

HHH will provide a summary of evaluation form responses with the number of “poor”, “fair”, “satisfactory”, “good”, and “excellent” responses. Responses to the short answer questions will also be provided.

IV. Financial

Budget

1. Budget

- Budget request by source of funds
Please see attached
- Personnel salaries and wages
Please see attached
- Equipment and motor vehicles
Not applicable
- Capital project details
Not applicable
- Government contracts, grants, and grants in aid
Please see attached

2. Anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$45,360	\$22,680	\$22,680	\$0	\$90,720

3. Other sources of funding for fiscal year 2021.

Please see attached.

HHH was awarded a contract by the City & County of Honolulu to conduct four DITF information sessions on O’ahu, October 1, 2019-September 30, 2020. During FY21, the fourth of four events will be held on August 1, 2020.

HHH also has an application pending with the City & County of Honolulu for GIA funds for the period October 1, 2020-September 30, 2021. This project is to conduct two DITF information sessions on O’ahu with four follow-up small group caregiver training sessions. This application is pending.

"Total County Funds Requested" on the attached budget form represents ¼ of the current contract(secured) and the request to the C&C for GIA funds (pending).

4. State and federal tax credits

HHH has not received any state or federal tax credits within the past 3 years, nor does it anticipate applying for any tax credits in the future.

5. Federal, state, and county government contracts, grants, and grants in aid granted within the prior three years and for fiscal year 2021 for program funding.

Please see attached.

6. Balance of unrestricted current assets as of December 31, 2019.

\$55,140

V. Experience and Capability

1. Necessary Skills and Experience

The staff of HHH has the experience, the leadership skills, and supervisory experience to produce large community information sessions for caregivers. Staff skills were demonstrated at four similar and very successful community information sessions, held on O'ahu on March 3, 2018, September 29, 2018, June 8, 2019, and November 16, 2019.

Kathleen Wyatt, President and Program Director of HHH, is a licensed registered nurse with 20 years of experience in caring for seniors, with teaching, conference planning, and supervisory experience in Georgia and Hawai'i. Kathy is networked throughout the caregiving community in Hawai'i through the boards on which she serves: The Caregiver Foundation, the Family Caregiver Coalition, and Kokua Council. She is President of the Hawaii Pacific Gerontological Society, and is past President of Adult Day Centers of Hawaii. Through Kathy's professional networks, HHH is connected with medical and caregiving professionals who serve as guest speakers at HHH's education events and with community agencies that set up resources tables to disseminate information to seniors and caregivers.

HHH's General Manager/Project Manager receives inquiries and creates registration lists, and she is also the team leader for the volunteers. HHH's volunteers perform clerical duties, such as making copies and stuffing folders and resource bags. For the DITF information sessions to be held on Neighbor Islands, HHH will recruit volunteers through the Policy and Advisory Boards of

the Elderly Affairs on each island to assist on the day of the event with registration, distribution and collection of forms, set up, and take down.

HHH is confident that it has the human resource capacity to plan and to carry out the four DITF information sessions on the Neighbor Islands.

2. Facilities

HHH coordinates DITF information sessions from its office in 'Aiea where it will receive inquiries via phone and email, register attendees, contact speakers and community resource agencies, and send out confirmations and reminders. The DITF information sessions will be held on the islands of Kaua'i, Maui, and Hawai'i in facilities large enough to accommodate 150 people with space for registration and vendor resource tables, free parking, and accessible facilities.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

HHH's President/Project Director and the General Manager/Program Manager have over 35 years combined experience in conference planning and staff/volunteer training. They have worked together as a team to successfully plan and coordinate the four DITF information sessions that were held on O'ahu during 2018-2019.

HHH's President/Project Director recruits speakers who are knowledgeable and well respected in the fields of dementia and caregiving. Speakers' expertise includes medical, legal, and social work, and several have served Hawai'i kūpuna for decades.

2. Organization Chart

See attached Organization Chart.

3. Compensation

President/Program Director - \$135,200
General Manager/Project Manager - \$46,966
Activities Assistant #1 - \$36,400

VII. Other

1. Litigation

HHH is not a party to litigation and has no pending litigation or outstanding judgments.

2. Licensure or Accreditation

No licensures or accreditations are needed for this request, however, all speakers and community resource agencies are specialists in the field of elder care through their medical/legal licenses and/or years of experience. Kathleen Wyatt, President and Project Director, holds a license as a Registered Nurse (Hawai'i and Georgia), Master's of Science in Nursing (MSN), Master's in Business Administration (MBA), and is a licensed Nursing Home Administrator (Hawai'i).

Hale Hau'oli Hawai'i is licensed by the State of Hawai'i Department of Health, Office of Health Care Assurance to operate an Adult Day Care. HHH has a Certificate of Approval from the Department of Health Quality Assurance Department to conduct CNA classes.

3. Private Educational Institutions

Not applicable

4. Future Sustainability Plan

HHH firmly believes that the DITF information sessions fill the need to help caregivers gain knowledge about the dementia and to find community resources to help them on their caregiving journey. HHH will continue to seek grants from other foundations in Hawai'i and nationally to bring caregiver education to the Neighbor Islands. In addition, HHH is considering an increase in revenue by adding more community agency resource tables and increasing their fees. We will also continue to search for businesses that support seniors and seek their financial support to underwrite portions of DITF information sessions.

We have discussed asking attendees to pay a registration fee for DITF information sessions: a fee of \$25/person would cover a portion of the costs for the venue, printing, and refreshments, raising \$3,750 for an audience of 150 people. We have been opposed to charging a fee to participants, because this could be a limiting factor that affects a caregiver's decision whether to attend DITF information session or not. We don't want a registration fee to be a bar to a caregiver to receive the wealth of information that is offered. For these reasons, we intend to pursue foundation and corporate support to raise funds to hold caregiver education events on the Neighbor Islands, while offering the information free of charge to participants.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Hale Hau'oli Hawai'i

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	14,880	0	9,086	0
2. Payroll Taxes & Assessments	1,138	0	696	0
3. Fringe Benefits		0	0	0
TOTAL PERSONNEL COST	16,018	0	9,782	0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	7,200	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies: bags, office supplies, misc enc	2,202	0	2,719	3,250
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9 Ground transportation and checked bag fe	0	0	0	2,040
10 Venue, inc. food and av	32,000	0	23,000	0
11 Printing, program materials	9,000	0	6,775	1,250
12 Advertising	21,900	0	10,757	4,500
13 Speakers' Honoraria	2,400	0	2,700	0
14 Equipment purchase	0	0	200	0
15 Office supplies	0	0	120	0
16 Small group training manuals	0	0	4,248	0
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	74,702	0	50,519	11,040
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	0	0	0	0
TOTAL (A+B+C+D+E)	90,720	0	60,301	11,040
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	90,720	Kathleen Wyatt 808-282-4665 Name (Please type or print) Phone		
(b) Total Federal Funds Requested	0	Kathleen Wyatt 1/17/2020 Signature of Authorized Official Date		
(c) Total County Funds Requested	60,301	Kathleen Wyatt, President		
(d) Total Private/Other Funds Requested	11,040	Name and Title (Please type or print)		
TOTAL BUDGET	162,061			

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Hale Hau'oli Hawai'i

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Executive Director/Program Director	1	179000	7.00%	\$ 12,530.00
Project Director	1	47000	5.00%	\$ 2,350.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				14,880.00
JUSTIFICATION/COMMENTS:				
HHH's President/Project Director will handle facilities, guest speakers, resource tables, advertising, printing, and ordering of all supplies.				
HHH's Program Manager will handle inquiries and registrations.				

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App:

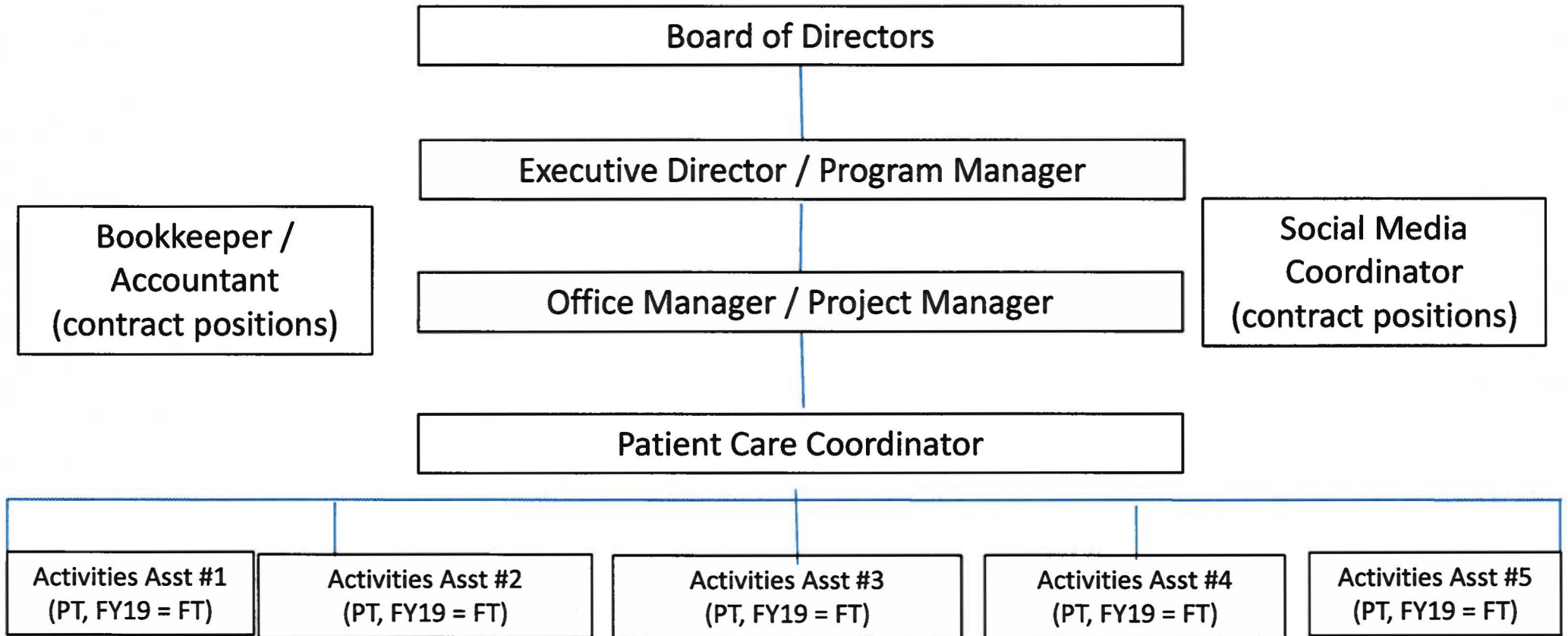
Hale Hau'oli Hawai'i

Contracts Total:

59,011

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Dementia in the Family: Care Options and Resources	10/01/19-09/30/20	Dept of Purchasing	Honolulu	59,011
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Hale Hau'oli Hawaii Organizational Chart



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