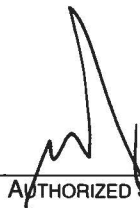


Application Submittal Checklist

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

WESLEY LO, CEO
PRINT NAME AND TITLE

1/15/20
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 MAKUA HEALTH SERVICES

was incorporated under the laws of Hawaii on 01/15/1954 ; 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 15, 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 Makua Health Services

(Typed Name of Individual or Organization)


(Signature)

Wesley Lo

1/15/20

(Date)

CEO

(Typed Name)

(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, 2019.

2. Declaration Statement

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

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](#))

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;
Hale Makua Health Services (HMHS) was established by the Maui community in 1946, shortly after World War II, to care for frail, vulnerable elders who needed 24-hour care and support, and who had no family to care for them or resources to provide the care. From its humble beginning 73 years ago, HMHS has grown from a single 24-bed residential home to include two nursing homes with rehab centers, a home health care agency, an adult day health center, and an adult residential care home. Our mission, "We improve the well-being of those in our care through compassionate personalized health services, in our home and yours" reflects the commitment we have to providing quality care with competence and compassion to Maui's frail elders and disabled individuals of all ages throughout the continuum of healthcare services that the organization provides.

The organization's primary services are centered on the two nursing homes with attached rehab center, which have a total of 344 federally and state licensed beds for

providing skilled and intermediate nursing care services, including in-patient and out-patient physical, occupational and speech therapy. HMHS is the largest long-term care provider on the island of Maui, serving about 750 individuals annually and discharging over 50% of individuals served back to their own home. The only other nursing home provider is Kula Hospital with 104 beds.

In addition to its two nursing homes, HMHS has a CHAP-accredited home health care agency, which provides skilled nursing and therapy (physical, occupational and speech) services in the comfort of clients' homes. About 400 individuals are served annually through the home health program.

The adult day health center is the only licensed Adult Day Health program on the island of Maui, and provides day care services and an exercise program for clients during the day and cares for about 75 seniors annually.

In 2013, HMHS converted a wing of the Wailuku nursing home that had been closed due to a severe decline in census to a licensed Adult Residential Care Home for up to 22 residents. The care home provides care for individuals who need around the clock supervision and some assistance with activities of daily living. The care home cares for about 25 individuals annually, including respite care from three to 30 days.

Most recently, HMHS has implemented plans to help develop Maui's nursing workforce to address the current shortage of Licensed Practical Nurses (LPNs) and in anticipation of the growing need for more nurses (CNAs, LPNs and RNs) to support the aging population. As such HMHS has created a nursing workforce development program which includes a Nurse Aide Training and Apprenticeship Programs, a LPN Pathway in partnership with the University of Hawaii Maui College, and LPN and RN Residency Programs.

2. The goals and objectives related to the request;
The primary goal of this request is to obtain funding that will help with the design and development of an integrated healthcare building offering services, living and care opportunities for Maui's frail elderly residents for generations to come on a 7.5 acre parcel of land being leased to HMHS by the County of Maui for 75 years. This parcel of land is adjacent to Hale Makua Kahului, which houses HMHS administrative offices and kitchen, 254 skilled and intermediate nursing home beds and an Adult Day Health Center, as well as Hale Mahaolu, which provides affordable senior housing. The development of the land would allow for the potential consolidation of HMHS's two campuses, in Kahului and Wailuku, which has a total of 90 skilled and intermediate nursing home beds, the laundry and a 22-bed Adult Residential Care Home).

Objectives:

1. Based on the findings of the Community Health Needs Assessment currently being performed,

- a. Programming of health care, social service, recreational, and living/care opportunities will be identified;
 - b. Synergies in use, operations, and facilities/service infrastructure systems to ensure that the integrated healthcare building creates an environment which meets the needs of residents and clients in an efficient and operationally effective manner will be determined;
 - c. An implementation framework such that phasing, development sequencing, financial feasibility, and community needs are appropriately considered will be created; and
 - d. Design drawings for an integrated healthcare building will be created.
3. The public purpose and need to be served;
U.S. Census projections indicate that by 2030, more than one-fifth of the U.S. population will be 65 years of age or older. AARP Hawaii reveals that “in less than ten years baby boomers will turn 80, placing new expectations and demands” on long-term care systems in Hawaii. Hawaii is facing an even more urgent demographic shift due to a longer life expectancy of 82 years old, longer than any other state’s.

We are at a crucial time where HMHS and indeed our entire island community need to look to the future to ensure that we can sustain our commitment to provide compassionate and quality care for those in need. According to 2017 Census, Maui’s resident population is expected to grow in the next five years by 29% in the 75 – 84 cohort and 9% in the 85 and over cohort. By 2030, individuals over the age of 65 will represent 20% (35,337 people) of Maui’s population, compared to 5.88% of Maui’s population was over the age of 65 in 1970. In addition, there will be an income decline in population for those earning between \$50,000 to \$75,000, thus increasing the demand for lower cost services.

This project would lay the foundation for creating a central Maui campus for seniors that provides a continuum of care services, easily accessible wellness activities, and an active lifestyle with recreation space, walking paths, gardens, etc. It would increase the availability and options for small homes that are less institutional, and create more home and community based services at a cost that is significantly lower than that of a nursing home. This campus will be a one of kind master planned senior community nestled between the existing Hale Makua Kahului and Hale Mahaolu Kahului campuses, and in close proximity to an existing shopping center and grocery store.

4. Describe the target population to be served; and
The program’s target population is Maui County residents
5. Describe the geographic coverage.
Maui County, primarily the island of Maui.

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;
 - HMHS strategic direction and oversight for the design and development of the 7.5 acres of land leased from the County of Maui will be provided by HMHS's CEO and the Board of Directors. Financial and contracting oversight will be the responsibility of HMHS's Chief Financial Officer.
 - Day-to-day management of the project will be the responsibility of the Project Manager.

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

July – September 2020: Feasibility Phase

- Schematic design and engineering
- Preliminary cost estimates
- Determine potential funding sources

October 2020 – May 2021: Pre-Construction Phase

- Design development
- Construction plans and specifications
- Select General Contractor
- Refine performs
- Obtain permits
- Construction bids

June – November 2021: Procurement Phase

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and HMHS's CEO, CFO and Project Manager will monitor and keep the project on track. Change orders if any, will be carefully scrutinized to keep the project cost increases to a minimum. Hale Makua Health Services CEO and its Board of Directors will receive reports on the progress of the master plan design.

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.

Hale Makua Health Services will submit quarterly financial and progress reports to the state department assigned to interface with the project. Variances from budget and timeframe will be communicated clearly and in timely manner.

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 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$100,000.00	\$100,000.00	\$50,000.00		\$250,000.00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.
 - HMHS Fundraisers: \$322,000
 - Maui County DHHC for Physician Services: \$100,000
 - Maui County DHHC for Master Plan Design & Development: \$300,000
 - State Capital GIA for Master Plan Design & Development: \$200,000
 - Harry & Jeanette Foundation for Nursing Workforce Development: \$250,000
 - Various Private Foundations: \$50,000
 - Hawaii Community Foundation for Adult Day Health: \$40,000

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 as HMHS is a 501(c)3 organization.

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 2021 for program funding.
 - Maui County CDBG for Emergency Generator in FY18: \$303,152
 - Maui County for Physician Services in FY18: \$200,000
 - Maui County CDBG for Hale Makua Kahului Fire Alarm System in FY19: \$212,000
 - Maui County CDBG for Hale Makua Wailuku Fire Alarm System in FY19: \$52,026
 - Maui County CDBG for Hale Makua Wailuku Facility Rehab in FY19: \$65,750
 - State Capital GIA for Wander Guard System in FY19: \$175,000
 - Maui County for Physician Services in FY19: \$100,000
 - State Operational GIA for Under and Uninsured in FY20: \$285,000
 - State Capital GIA for Master Planning in FY20: \$200,000
 - Maui County for Master Planning in FY20: \$200,000
 - Maui County CDBG for Boiler Upgrade in FY20: \$250,000
 - Maui County for Physician Services in FY20: \$100,000
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

Financial Statements as of December 31, 2019 have not yet been completed. As of November 30, 2019, HMHS has unrestricted current assets of \$ 6,666,304.

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.

Hale Makua Health Services (HMHS) is well equipped and staffed with over 450 employees to provide healthcare services for the frail elderly and disabled. The organization has been providing care for the elderly in the Maui community since 1946. HMHS owns and operates two of the three nursing homes on Maui. The only other nursing home on Maui is at Kula Hospital, which is a critical access hospital. HMHS' nursing homes and rehab centers are both located in Central Maui. In addition, HMHS has operated a CHAP accredited home health care agency that provides home-bound individuals with skilled nursing and therapy for over 45 years, a state licensed adult day health center for over 25 years, and most recently opened a state licensed adult residential care home in 2013.

HMHS has been working for the past five years with Maui Memorial Medical Center and Kula Hospital to address the current and future needs of Maui's aging population. In collaborating

with Maui's hospitals, the organizations have improved local capacity and coordination of care, allowed the organizations to work collaboratively to tackle other challenges in the current healthcare delivery system, as well as explored strategies to strengthen the continuum of care from acute to the post-acute settings on Maui, as well as actively manage the waitlist.

For many years HMHS has worked with Maui Economic Opportunity to provide transportation for nursing home residents and Adult Day Health clients. Because of this collaboration long-term care residents are able to go to dialysis appointments three times per week, and Adult Day Health clients receive transportation from their homes to the Adult Day Health Center in Kahului.

In addition, a contract with Hospice Maui has created a collaboration where patients are admitted and attended at Hale Makua nursing homes utilizing Hospice Maui nursing, social work and physician resources to provide end of life care. This partnership provides hospice services for hospice patients who do not have a home and existing Hale Makua nursing home patients who choose hospice.

HMHS has been collaborating with the University of Hawaii Maui College for the past two years to create a Licensed Practical Nurse (LPN) program that provides on-site clinical training at Hale Makua Wailuku. The goal of the training is to create an LPN nursing tract for students which will hopefully help alleviate the organization's shortage of LPNs. We are now beginning our third cohort of LPN students, and have expanded our Nursing Workforce Development program to include LPN and RN residencies, as well as a CNA Apprenticeship.

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.

Hale Makua Health Services (HMHS) operates two nursing homes with attached rehab centers, one in Kahului, Maui with 254 SNF/ICF beds and the other in Wailuku with 90. These nursing home beds comprise seventy-five percent (75%) of all long term care beds on Maui.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

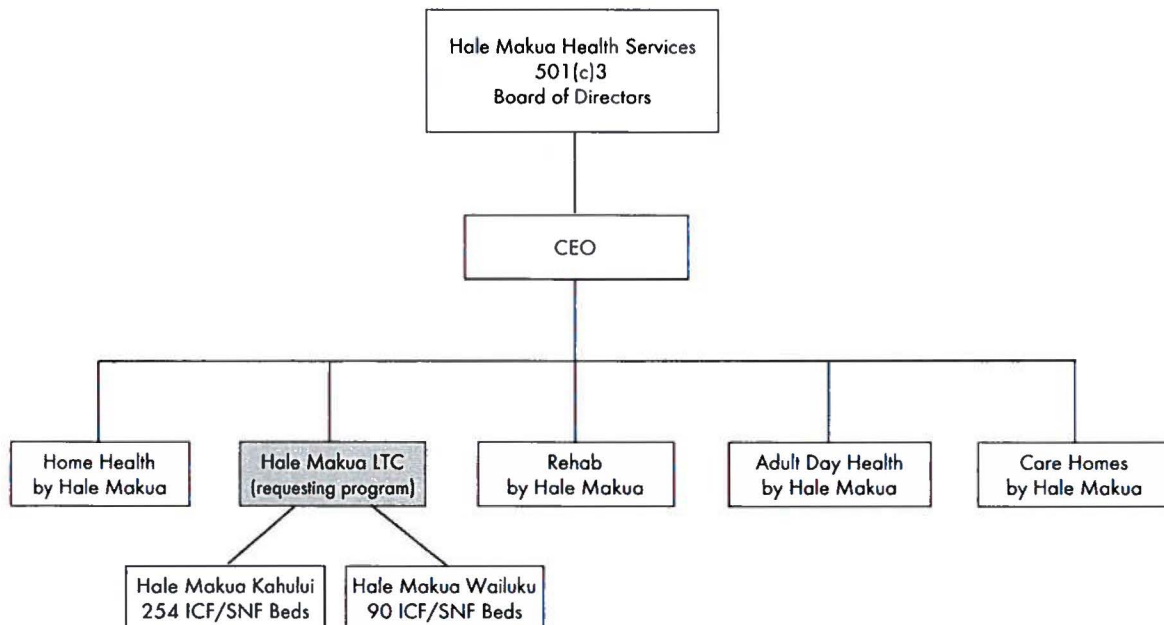
The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

In addition to 73 years of experience running nursing homes on Maui, HMHS has a team of highly qualified staff who will be responsible for implementing this request:

- HMHS CEO, Wesley Lo, will be responsible for providing oversight for this project. He has over 16 years of experience in the healthcare industry on Maui. Most recently he served as the CEO of Maui Memorial Medical Center, and led the transition of the public hospital to a partnership with Kaiser Permanente.
- HMHS CFO, Kirsten Szabo, will be responsible for managing the project including oversight for financial assessments, billing and fiscal reporting; and will be responsible for quarterly reports to the State. She has over 22 years of business and finance experience with 14 years in the healthcare industry.
- Hale Makua Kahului Administrator, Teana Kaho’ohanohano will provide valuable insight in the development of the project with over 12 years of experience as a licensed Administrator in California and Hawaii. Most recently she worked as the Senior Executive Director / Administrator at Regency Pacific Management where she oversaw management of a skilled nursing facility and two assisted living facilities.
- Hale Makua Wailuku Administrator as of February 3, 2020, Paul Mattfeld, will also provide his expertise with over 8 years of experience as a nursing home Administrator. Most recently he held the position of Regional Director of Operations for Prestige Care where he oversaw 10 skilled nursing facilities in the multistate region including Washington, Idaho and Oregon.

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.



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.

CEO:	\$244,451.93 (inclusive of vacation payout)
CFO:	\$172,200.72 (inclusive of vacation payout)
Kahului Administrator:	\$167,045.83

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.

To the best of our knowledge, there is no pending litigation to which Hale Makua Health Services is a party, including any outstanding judgements.

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.

Both of Hale Makua Health Services' nursing homes in Kahului and Wailuku are federally and state licensed, and surveyed for licensure and compliance with federal and state long-term care facility regulations annually.

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 2020-21 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

This is a one-time request for assistance in funding the design of a central, integrated healthcare building that caters to the needs of Maui's seniors by providing health services and other amenities. Subsequent to fiscal year 2020-21, HMHS intends to seek private, Federal, State and County support for the construction of the project, however the project will be financially viable without State support once it is completed and operational.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Hale Makua 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				
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. Design and Development	250,000		250,000	
10				
11				
12				
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17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	250,000		250,000	
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	250,000		250,000	
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	250,000	Denise Thayer 808-871-9218		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	250,000	Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested		Wesley Lo, CEO		
TOTAL BUDGET	500,000	Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Hale Makua Health Services

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Not applicable.				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Hale Makua 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, 2020 to June 30, 2021

Applicant: Hale Makua Health Services

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hale Makua Health Services

Contracts Total: 1,185,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Master Planning	7/1/19 - 12/31/20	DHHC	Maui	200,000
2	Physician Services	7/1/19 - 6/30/20	DHHC	Maui	100,000
3	Under and Uninsured	7/1/19 - 6/30/20	HHSC	State	285,000
4	Wander Guard Systems for Kahului and Wailu	8/1/19 - 4/30/20	OCS	State	350,000
5	Boiler Upgrade for Hale Makua Kahului	12/20/19 - 12/20/20	CDBG	Maui	250,000
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