

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) Hawaii Compliance Express Certificate (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](#))~~ **NOT APPLICABLE**
 - d) ~~Capital project details ([Link](#))~~ **NOT APPLICABLE**
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



RAE MEI LING ISAACS

1/16/2024

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: ALOHA MEDICAL MISSION*

DBA/Trade Name: ALOHA MEDICAL MISSION*

Issue Date: 01/18/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]

New Hawaii Tax#:

FEIN/SSN#: XX-XXX4811

UI#: XXXXXX0720

DCCA FILE#: 54003

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

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

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.

- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.

- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

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

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

Aloha Medical Mission
(Typed Name of Individual or Organization)

(Signature)

(Date)

1/16/2024

Rae Mei Ling Isaacs
(Typed Name)

Executive Director
(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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

2. Declaration Statement

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

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](#).

This grant will be used to provide free basic dental services to the uninsured, underinsured, and those with no means of paying for dental care.

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;

Aloha Medical Mission (AMM) was founded in 1983 by volunteer physicians in Hawaii who wanted to perform cleft lip surgeries on poor children living in the Philippines. From this humble beginnings, AMM expanded to over 18 countries treating thousands of poor folks who had no or little access to health care.

In 1995 AMM became aware of the great need among Hawaii's own poor for no cost dental services. So, out of small, cramped, donated clinic rooms **AMM began treating patients who had no money, no medical insurance or who were underinsured, unemployed, kupuna/elderly, Native Hawaiians, Micronesians, Samoans, Tongans, immigrants, and the homeless.**

AMM provided interim basic dental care such as oral examinations, x-rays, cleanings, fillings, extractions, and **emergency** care. A few years later AMM added oral health education to pre-school youngsters, fluoride treatment to elementary and high school students.

AMM has demonstrated the stability of its local programs with the continuation of no cost dental treatment since 1995, without a break, 5 days a week, 8AM to 4PM possible through the support of government grants, private and charitable foundations, and a cadre of volunteer dentists for the clinic and for its outreach missions in Hawaii.

In 2019, a space at the Aloha United Way Building became available. AMM renovated a 1600 square foot office into a modern **3 chair dental clinic enabling it to provide 2,000 patients visits annually**. Since 2021, AMM has provided oral health education and fluoride gel treatment to over 2,000 elementary and high school students and community dental outreach into rural outer island towns in Kohala, Honoka'a and Miloli'i South Kona.

AMM introduced **Welcome Smile in 2016** which provides specialized temporary restorative treatment to women who are at high risk for domestic violence or who are transitioning out of prison as fully employed community residents.

In 2023, AMM added Habilitat patients into its restorative dental program enabling these folks to increase their chances of gainful employment with a peasant smile and self-confidence.

First Smile, introduced in 2021, is AMM's interactive oral health education program tailored for youngsters as a frontline oral disease prevention initiative designed to decrease dental caries among Hawaii's children who now have the worst dental health in the nation. AMM Hygienist reach approximately 2,000 youngsters annually.

AMM is a training facility for UH-Dental Hygiene students and Kapiolani Community College Dental Assistant Programs. We mentor approximately 28 students each year as Hawaii grows its own allied dental professionals.

In 2023, AMM began a partnership with UH-JABSOM to include medical students in its Big Island community outreach missions in Milolii that will soon be followed by Kohala and Honokaa community health projects.

The goal of these two health training programs is to nurture the next generation of physicians to work with and willing to give back to Hawaii's rural isolated communities.

In 2023, AMM shipped 6 truckloads of emergency medical supplies, camping gear such as tents, lanterns, flashlights, sleeping bags, portable stoves, clothes as well as non-perishable food, and reusable eating utensils. AMM volunteer

dentists offered to do dentistry but due to the absence of leadership and local fear of liability it fell through. However, AMM did treat a fire victim within 24 hours after she arrived on Oahu for cracked front teeth sustained after falling while running from the fire. We continue to treat her as she had many other related oral health problems.

In 2024, AMM will be providing fluoride gel treatment to Molokai elementary and high school students' teeth.

Also in 2024 AMM will expand its **dental outreach to specific Oahu communities of Papakolea, Waimanalo, and Kalihi** home to some of the most vulnerable poor folks in the state.

2. The goals and objectives related to the request;

The goals continue to be:

- ✓ Assurance of quality dental services provided to all served and free of charge;
- ✓ Treatment of patients in need, including abused or incarcerated women;
- ✓ Assurance that the clinic is open 5 days per week, Monday-Friday, not including holidays;
- ✓ Promotion of public awareness on oral health issues and services of the free Dental Clinic;
- ✓ Delivery of oral health education to children, youths, and adults;
- ✓ Recruitment of more volunteers to help expand services;
- ✓ Provision of a training facility for students interested in the health field and to mentor and nurture future health professionals.
- ✓ Preservation as a good tenant
- ✓ Expansion of dental services outreach to Big Island and Molokai

To accomplish these goals, the following objectives will be met within the grant period:

A. AMM will provide at least 209 dental visits per month for a total of 2,500 visits for the disadvantaged population on Oahu, including women, indigenous people, older adults, immigrants, low-income residents, uninsured, and the homeless. The top diagnoses for emergency visits were pain-related due to fractured teeth, infection, or gum disease. Additionally, we have tried to avoid a wait list by dropping the eligible poverty level from 200% to 150% and to reduce the no-show rate by implementing a walk-in policy.

Our basic dental services complement the comprehensive services provided by the community health centers. We serve Medicaid adults because the new Adult Medicaid dental benefits are underutilized due to the public's unawareness of these benefits, the FQHCs' appointments are booked 6 months

to a year out, and few private providers are servicing Medicaid providers. According to the Hawaii Oral Health Coalition, only 3 million dollars out of 25 million appropriated by the Hawaii State Legislature have been used from July 2023 to present.

All of AMM's Medicaid eligible patients when surveyed in 2023 reported they had not heard of the new Adult Medicaid benefits.

By providing preventive services we are able to avoid serious dental problems, minimize dental costs, and avoid emergency visits in the community. Over the past 6 years the clinic has provided over \$2 million in in-kind procedures, not including the cost of the volunteers who have donated their time. **We continue to be the safety net for FREE basic dental care on Oahu.**

B. At least 4 new WELCOME SMILE (WS) women will be treated per month for a total of 48. According to the National Women's Law Center, April 2021, more than 2 years of COVID-19 has had a devastating long-term effect on the health and well-being and economic security of women and their families. In addition, domestic violence against women has increased due to loss of jobs, caring for children not in school, and isolation at home. Unfortunately, women and indigenous people have experienced health disparities, creating a significant public health problem in Hawaii and forcing them to neglect their dental health. In addition, to restorative care, these women receive basic preventive services. Although the treatment is temporary for these women, it restores their "smile" and transforms them into confident individuals, who are willing to seek a better outcome for their families and avoid the aftereffects of poor health choices.

Native Hawaiians living in rural communities represent 60% of emergency room care due to non-traumatic dental problems. Young adult Hawaiian males between ages 14-44 make up most of these ER dental patients.

C. We will retain 7 of our volunteer dentists, who will assist us in maintaining clinic hours and the availability of appointments as well as increasing our services to those in need. In addition, we have not been able to have the annual Recognition event for our volunteers. However, the Executive Director plans to acknowledge their inspiring volunteer efforts through a personal letter from the Board of Directors. We would like to recruit at least one more volunteer dentist.

D. Our community partners are indispensable in helping us increase the number of visits and patients seen. We continue to nurture these relationships through mobile contacts, virtual contacts, and email messages, reminding them of the free dental services, the referral process, and the new clinic site. We will hold onto these relationships, numbering 12, in spite of having to curtail our outreach efforts.

E. AMM plans to educate at least 2,000 students on good oral health practices through First Smile – The Virtual Program presentations. This program was launched in October 2021 and it was a success according to the evaluation of the elementary school teacher on Oahu. The outreach dental hygienist, who created this program, has retained contact with preschools and elementary schools. She has also contacted several schools on Kauai and adding on schools on the. Big Island and Molokai.

The outreach dental hygienist has also maintained her contacts with health occupation classes in various high schools on Oahu to solicit their interest in restarting the “Train the Trainer” program for this virtual program.

AMM is also collaborating with the Hawaii Dental Service on their “Kupuna Smiles” program, educating caregivers of older adults on providing good oral care.

F. We will continue to mentor at least 28 students at the clinic. AMM has established its capability of recruiting student volunteers before COVID-19. In 2023, we once again established a partnership with the University of Hawaii Dental Hygiene and the Kapiolani Community College Dental Assisting Programs to assign their students to the clinic. This has not only enhanced our services and added to the availability of appointments but also allowed us to mentor future health professionals and increased our volunteer pool; thus, leveraging our limited resources.

G. As a good tenant and the need for a physical site, AMM promises to maintain the AUW facility, take any corrective action in its care, and pay the monthly rent on time.

3. The public purpose and need to be served;

Native Hawaiians, low-income individuals, women, kupuna, immigrants, and people with disabilities remained at increased risk of being uninsured, creating barriers to health care accessibility and comprehensive health care services, essential to ensuring quality of life for everyone. Significant health disparities in Hawaii affect the socially deprived groups so that they are more likely to have dental problems, less likely to visit a dentist regularly and less likely to achieve optimal health. The Covid pandemic has taken a toll on the financial security and well-being of the low-income group because they have lost their jobs and health insurance, are isolated at home, and must cope with increased insecurity in meeting basic necessities.

According to the ALICE (Assets Limited, Income Constrained, Employed) Report of 2020, 42% (611,403) of Hawaii’s households were below the ALICE threshold and have difficulty making ends meet. During this current pandemic, ALICE households increased because of the rising cost of living, very little job

security, continued lower wages, and having little or no savings to pay for unexpected expenses. Of this group, 54% were Native Hawaiians and 38% Asians and 11% were 45 to 65 years of age and 10.8% 65 years and older. ALICE population is as diverse as the general population, composed of people of all ages, genders, races, ethnicities, and living on all islands. Low income is associated with less education, high rates of unemployment, and poorer dental health. The benefits of adequate income for ALICE households would be access to quality health care, leading to better mental and physical health, including increased life expectancy, improved access to preventive care, increased work/school productivity, and less need for emergency care. For the community, it means nominal health care costs, improved work, and increased health equities.

In 2018 64% (1,107,096) of Hawaii's adults were employed. However, the reality is that 33% (190,390) of these households struggled to support themselves, including older adults who were working and those retired. The baby boomers are aging and living longer and comprise 16% (255,707) of the population in 2018. They, too, are having trouble meeting basic needs after retirement due to rising housing costs and additional costs for chronic diseases. According to the Institute of Women's Policy Research, in 2018 only 61% of Hawaii's working adults (19-64 years) were economically secure but 81% of single women with children WERE NOT. Currently, traditional jobs have become hourly wages with fewer benefits, such as health insurance or retirement. The strength of our economy is closely associated with the financial stability of its residents, including those socially disadvantaged, earning enough to meet basic needs not only during times of economic growth but also during periods of crisis and recovery.

Tooth decay is the most common chronic disease for adults, which can lead to severe tooth loss and reduced employment prospects. In addition, 60% of Native Hawaiians and other Pacific Islanders, 58% of those below the poverty level, and 76% of the uninsured have difficulty accessing dental care. Access to oral health services in Hawaii needs to be improved, especially in the rural and low-income areas, which are federally designated health professional shortage areas for dental health. The State also needs to fund oral preventive services for Medicaid because the increase in dental emergencies can be attributed to increased demand for care. In addition, dental problems seem to be more severe among new immigrants, especially Micronesians and Filipinos, which can be attributed to lack of preventive care in their own home countries. Such inequities result in higher medical care costs, lost work productivity, and economic losses due to premature deaths.

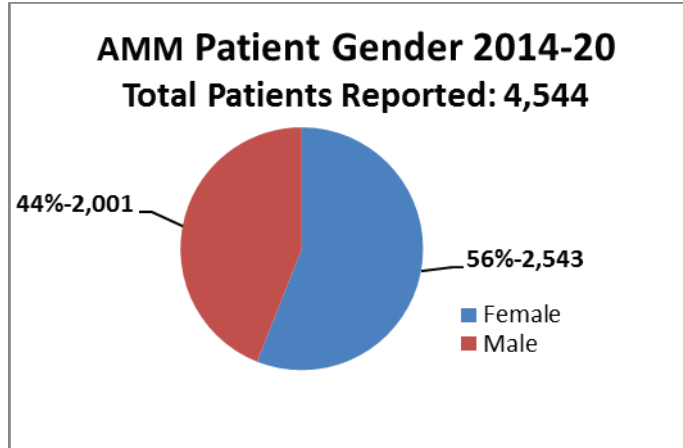
Poor oral care can have significant negative health impacts, affecting a person's ability to eat, speak, work, communicate, and learn. Severe tooth loss is associated with lower general health and having other chronic diseases, such as diabetes and heart disease. Public health interventions are needed to

address one or more of the 3 levels of prevention -- 1) primary prevention, averting the onset of a dental problem; 2) secondary prevention, providing early intervention; and 3) tertiary prevention, decreasing the impact of a particular problem. In 2023, AMM addressed primary prevention on Oahu by providing and promoting oral health education to children through FIRST SMILE; secondary prevention by treating 2,000 individuals, a 15% increase from 2022 with early free dental services at the DENTAL CLINIC; and tertiary prevention by providing temporary restorative treatment through WELCOME SMILE to 45 women, a 30% increase from 2022. AMM helps to remove the obstacles to dental care and decrease health disparities among the marginalized so that everyone has a “fair and just opportunity to be healthier”.

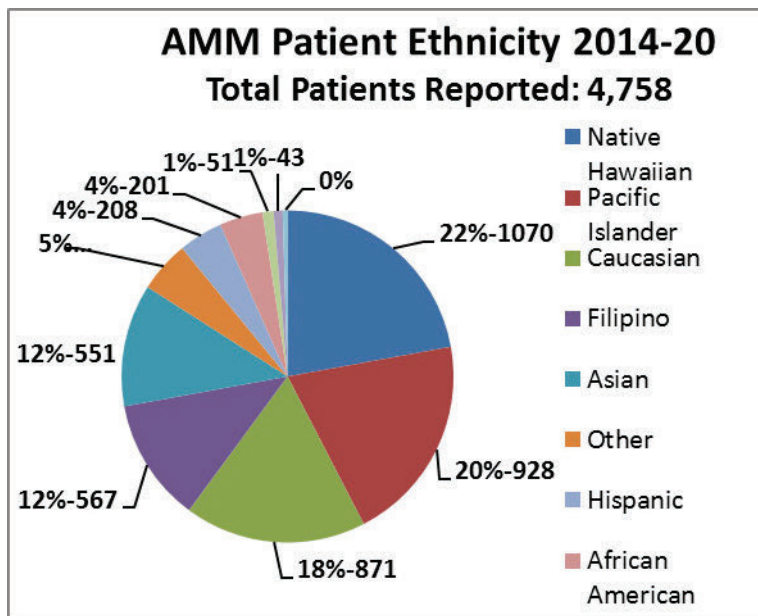
In “A Community Health Plan - Healthy Hawaii 2020”, strategies to lessen such disparities are expanding affordable and accessible preventive dental services to the low-income population, increasing adult Medicaid dental services, and conducting ongoing oral health educational campaigns. This is what AMM free Dental Clinic has provided in Hawaii over the last 19 years and will continue to fulfill its mission.

4. Describe the target population to be served; and

In 2018 69% (980,080) of Hawaii’s population lived in Honolulu County. Of that number, 21.7% were foreign born and 25% from other states. Hawaii is seen as a diverse ethnic state and in 2012, Native Hawaiians made up 21.6% (211,690) of Honolulu County, Japanese, 21% (207,065), and Filipinos, 9% (92,091). Native Hawaiians face cultural, financial, social, and geographic barriers, preventing them from either using existing health care services or accessing these services. Of the other marginalized groups in Hawaii, there is an estimated 16,000 Micronesians, many of whom are uninsured or are unable to pay for care. Furthermore, Micronesians and other Pacific Islanders have the highest prevalence of untreated decay, not only because of cost but also because health is seen as a low priority in meeting the basic necessities for survival, which are housing, food, transportation, childcare, and health care. In addition, females made up 49.9% (709,498) of the population in 2018 with 51% (615,252) ranging in age from 21 years to 65 years and over. At the clinic, female patients made up 56% (2,543) of those served.



From 2014 – 2020 we served 5,429 individuals at the clinic and, of that number, 80% (3,820) were residents of Hawaii and 18% (839) were immigrants. Of those numbers, 22% (1,070) were Native Hawaiians, 20% (928), Pacific Islanders, 12% (567), Filipinos and 12% (551), Asians.

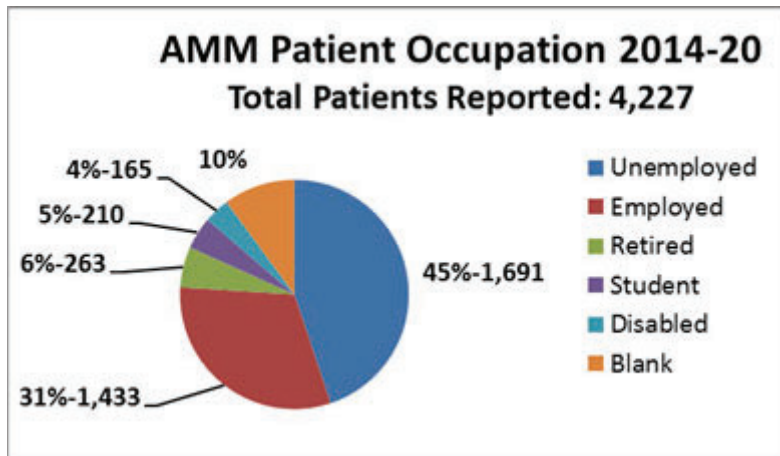


According to the State of Hawaii Primary Care Needs Assessment Data Book, 2016, 32% of adults did not see a dentist within the past year, 47% had their permanent teeth removed, and 17.8% ended up in the emergency room for dental problems. The ratio of persons for every dentist in Honolulu County was 1,165:1 with dentists not willing to provide care for this excluded and marginalized group, resulting in serious dental problems. Therefore, dental health remains a significant public health issue in Hawaii.

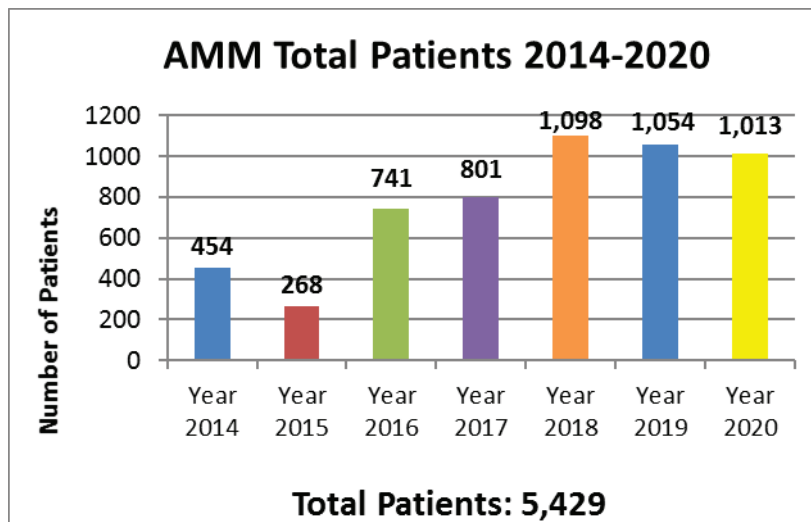
The State of Hawaii Data Book reported that from 2010-2014, 11% (153,828) of Honolulu County lived 100% below the poverty level; 31% (290,250) had Medicaid with

an average per capita income of \$30,700; 7% (66,706) had no health insurance; 15% (150,413) were 65 years and older and 23% (213,618) were below 18 years of age.

AMM data from 2014 – 2020 showed that 45% (1,691) of the patients were unemployed, 6% retired, 5% students, and 4% disabled; 59% (2,724) had no insurance; 73% (2001) had Medicaid; 89% (4,644) had incomes below \$25,000; and 51.5% (2,456) were between the ages of 40 to 65+ years.



In addition, dental visits numbered 15,817 for a total of 5,429 individuals and in 2020 patients decreased to 4% compared to 2019 because of the pandemic and mandates. However, in 2021 number of individuals treated rose to 1,196 or an increase of 15%. The number of new Welcome Smile women treated also fell in 2020 to 23% (30) but improved to 45% (55) in 2021. Our target population continue to be older adults, indigenous people, women, domestic violence victims, homeless, students, underserved immigrants, and the “working poor”. Being the only free Dental Clinic in Hawaii, AMM has become the safety net for this gap group.

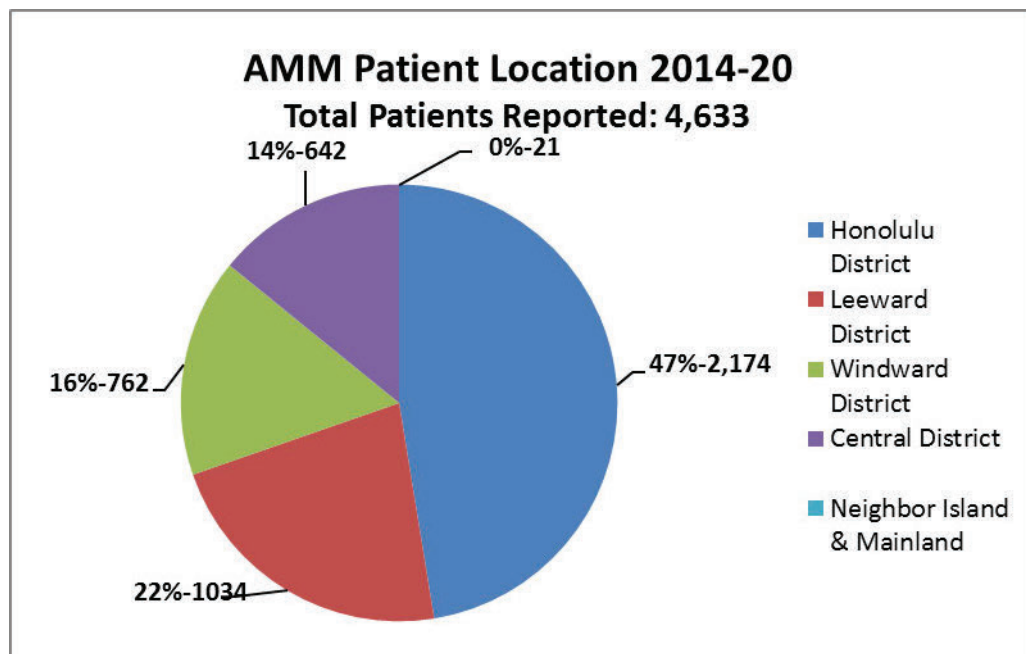


5. Describe the geographic coverage.

AMM relocated the Dental Clinic in May 2020 to the AUW building, just 3 blocks from the previous site and is still on the bus line. The availability and accessibility of the free dental clinic for the past 19 years to all who live on Oahu have helped to deal with the issue of inadequate dental care for the at-risk population. AMM continues to link its patients to community health centers for long-term comprehensive dental care and complements their services by taking on their overflow of uninsured patients; thereby, minimizing duplication of services and leveraging limited resources more efficiently. Our dentists treat dental problems, which can have serious health consequences if left untreated, and prevent patients from seeking emergency room care, where dental problems cannot be treated.

Emergency Room departments continued to refer patients with dental problems to the clinic so that 100% of walk-ins were related to pain and infection. According to the Hawaii Health Information Corporation (HHIC) and the Hawaii State Department of Health 2015 – 2016 data, there was an average of 4,877 preventable emergency room visits for dental problems, which amounted to about \$14 million in hospital costs.

Clinic data from 2014 – 2020 demonstrated that 47% (2,174) of the patients we served came from the Honolulu District; 22% (1,034) from Leeward Oahu; 16 % (762) from Windward Oahu; and 14% (642) from Central Oahu.



AMM provides the only free basic dental services on Oahu; however, we are exploring the expansion of our services to the Big Island and Molokai. The AMM Executive Director has started discussions with identified parties on Hawaii and Molokai beginning with the fluoride gel treatment of school age children in elementary and high schools.

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;

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. The free clinic provides basic dental procedures, such as oral examinations, x-rays, fillings, extractions, root canal treatment, emergency care, and health education. The funds requested will support the 2 part-time dentists, 1 dental hygienists, 2 full time dental assistants (one of whom serves part time as the receptionist), a percent of administrative costs (office manager serves part time as the receptionist), and a percent of the rent. The staff is exclusively dedicated to providing dental services to our target population and can be relied on to meet the continual demand for these services. They will ensure that services are of quality and the clinic is operating 5 days per week. The ability to pay professional level staff provides increased stability and dependability to the operation of the clinic, ensuring that the clinic will remain open daily.

Retention of capable and reliable clinic staff and volunteer dentists is essential to the success of the clinic. Weekly staff meetings are held to share any concerns, problems encountered, and positive occurrences at the clinic. The Executive Director has held staff retreats, fostered good working relationships, and has arranged for educational trainings for staff to attend and paid by the organization. Additionally, all staff are certified in OSHA/HIPAA/CPR training each year in anticipation of a federal or state audit.

We have also implemented the following policies to ensure that dental visits either be maintained or increased by 1) reducing the federal poverty level from 200% to 150% to decrease the wait list; 2) encouraging walk-ins to reduce the no-show rates and still serve people in need; and 3) calling patients to remind them of their appointments. In addition, positive relationships with our

community partners will be maintained. We will also give priority scheduling to patient referrals from community partners, which serve especially high need groups. Give priority Scheduling for the Lahaina Fire victims.

- 1) Provide 2,400 dental visits.
 - Continue basic dental services on an interim basis and free of charge – **AMM.**
 - Maintain the hours of current clinic staff to prevent disruption of services – **Executive Director and Dental Director.**
 - Maintain operational hours of 5 days per week – **Dental Director and clinic staff.**
 - Continue working relationships with community partners, currently numbering 12 – **Executive Director.**
- 2) Maintain the number of new Welcome Smile women at 40.
 - Enroll at least 4 new women per month – **referring partners, Executive Director, and Dental Hygienist.**
 - Maintain our 12 current partners and attain at least 1 more – **Executive Director.**
 - Implement a wait list of eligible women if funds become limited – **Dental Director and Executive Director.**
 - Secure additional funding for dental supplies and laboratory fees, such as other grants or fundraising events – **Executive Director**

B. Our volunteer efforts have been successful over the years with the current retention of 7 volunteer dentists, supervision of 28 students from UH Dental Hygiene and KCC Dental Assisting Programs. Acknowledgment of our volunteers annually is vital to retention efforts and essential in the expansion of our services.

- 1) Retain the 7 volunteer dentists.
 - Attend Hawaii Dental Association Convention to recruit potential volunteers for the clinic and to inform the professionals about the free dental services – **Executive Director, Dental Director, clinic staff, and volunteer dentists.**
 - Send out letters and flyers to private practitioners regarding the opportunities and benefits of volunteering at the free clinic – **Executive Director and Dental Director.**
 - Work with the Hawaii Dental Association to publicize the need for volunteer dentists at the free clinic – **Dental Director, volunteer dentists, Executive Director.**
- 2) Maintain supervision of at least 28 dental hygiene and dental assisting students.
 - Schedule clinical rotation for the students – **outreach dental hygienist.**
 - Ensure that students are supervised at all times – **Dental Director, volunteer dentists, and outreach dental hygienist.**

C. AMM continues to do outreach into the community through First Smile, sanctioned community events, and Emergency Departments. By conducting these activities, we are able to educate children about good oral health practices in schools and at community programs; promote awareness of dental health

issues in the community through coalition meetings and other relevant community events; and stimulate interest in the free services of the Dental Clinic.

Those without means of accessing needed dental care end up in the emergency room, which cannot treat dental problems so refer these patients to outside care. Many of these patients cannot afford such care and do not follow up once released from the emergency room. From 2006-2012 the Hawaii State Department of Health data showed that emergency room visits cost about \$2,834 per visit. By collaborating with Emergency Departments, we intend to reduce the number of emergency room visits for dental problems.

- 1) Educate at least 2,000 children through First Smile – Virtual Program.
 - Contact at least 4 preschools and/or elementary schools on Oahu and at least 5 on a neighbor island to schedule virtual presentations – **outreach dental hygienist.**
 - Contact at least 3 high schools on Oahu with health occupation classes in Fall 2022 to identify interest in restarting “Train the Trainer” sessions on the virtual program – **outreach dental hygienist.**
 - Provide “Train the Trainer” sessions on First Smile – Virtual Program to at least 2 interested high school students once in-person meetings are allowed in schools – **outreach dental hygienist.**
 - Have the trained students conduct First Smile presentations to at least 2 schools, including Head Start and public and private elementary schools – **outreach dental hygienist and trained volunteers.**
- 2) Preserve the 12 community partnerships.
 - Periodically contact them about our services, our new clinic site, and the referral process – **executive director and outreach dental hygienist.**
- 3) Periodically contact Emergency Departments to remind them about the free Dental Clinic and the referral process – **outreach dental hygienist.**

AMM relocated to the new clinic site on May 2020 at the AUW building. The clinic has touched over 16,000 at-risk patients and provided over the last 6 years at least 4 million dollars of free dental care. We have been able to sustain the “only” free clinic on Oahu, in spite of funding challenges due to the leadership of the AMM Board, AMM staff, and its volunteers, leading to the continuation of its mission.

Maintain current operational hours of 5 days per week

- 1) Ensure monthly rent is paid on time – **office manager.**
- 2) Maintain needed repairs of the interior of the clinic and take corrective action as needed with the landlord’s approval – **executive director and office manager.**
- 3) Negotiate lease agreement as it arises – **executive director.**

Being the only free Dental Clinic on Oahu, AMM has become the safety net for the gap group of kupuna, women, Native Hawaiians, the homeless, underserved immigrants, and the “working poor”, a group unduly affected by underlying health problems linked to poverty, encountering discrimination with medical care, and experiencing major

economic disruption, such as loss of jobs and health insurance. AMM continues to preserve the safety net for the vulnerable in the community. We have upheld clinic hours, maintained our clinic staff, retained our volunteers, and increased our patient count. We have also persisted in contacting our community partners, educational institutions, and emergency rooms in order to preserve our presence on Oahu for free dental care.

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

Timeline for FY2024- 2025 Grant Year

- 1) Ongoing – Maintain current AUW facility.
- 2) Ongoing – Preserve current dental staff of 7 to provide direct dental services.
- 3) Ongoing – Utilize and retain 7 volunteer dentists.
- 4) Ongoing – Uphold clinic hours of 5 days a week.
- 5) July 2024 to June 2025 – Provide at least at least 249 dental visits per month for a total of 2,990.
- 6) July 2024 to June 2025 – Treat at least 3 Welcome Smile women per month for a total of 36.
- 7) July 2024 to June 2025 – Pay at least \$1,796 per month of the rent for a total of \$21,560.
- 8) July 2024 to June 2025 – Preserve partnerships with community agencies, educational institutions, and Emergency Departments to enlist them in referring eligible patients to the clinic.
- 9) July 2024 to June 2025 – Schedule First Smile – The Virtual Program with at least 4 preschools and elementary schools on Oahu and at least 5 preschools and elementary schools on a neighbor island.
- 10) July 2024 to June 2025 – Rotate at least 28 students in dental hygiene and dental assisting programs in the clinic setting.
- 11) July 2024 to June 2025 – Participate in at least 5 Oahu community events held either in person or via ZOOM.
- 12) August 2024 – 2025 Approach Oahu high schools with Health Occupation classes to solicit interest in “Train the Trainer” Program for Virtual First Smile, if in-person meetings allowed.
- 13) October 2024 – 2025 Schedule “Train the Trainer” sessions for at least 2 interested high school students.
- 14) December 2024 – Have the trained students schedule presentations with at least 2 preschools and/or elementary schools on Oahu and evaluate the outcomes.
- 15) December 2024 – Recognize our faithful volunteer dentists.
- 16) January 2024 – Attend the Hawaii Dental Association Convention, if held.
- 17) February 2024 – 2025 Recruit at least 1 more volunteer dentist.
- 18) Ongoing – Maintain relationship with AUW as a good tenant and partner.
- 19) June 2024 – 2025 – Achieve deliverables listed under #2 Goals and Objectives related to the request.

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

Quality Assurance Plan:

The Quality Assurance (QA) Program is in place to ensure the delivery of high-quality services to all of our patients. The QA Program also serves to evaluate that the clinic functions (i.e., administrative, personnel, and clinical) effectively and efficiently and implement any needed changes to improve our services. It ensures that we are meeting legal requirements and current standards of care in the dental industry. The components of this plan include the following:

- 1) Health Care Practitioner Credentialing and Privileging Process is an important part of the Federal Torts Claims Act (FTCA), which provides malpractice coverage for licensed clinic volunteers free of charge after they have been credentialed and allowed the privilege to work at the clinic.
- 2) Peer Review Process is conducted periodically on the volunteer dentists and other licensed health professionals to ensure protocols are being followed, federal and state requirements are being met, and patient care provided are according to best practices in dentistry.
- 3) Patient Care Protocols ensure that standard procedures are followed in the clinic.
- 4) Employee Handbook ensures that Hawaii's best practices in human resources are followed by AMM.
- 5) Volunteer Policies and Procedures ensure that all clinic volunteers know and follow the policies regarding volunteering.
- 6) Compliance with Health Information Portability Accountability Act (HIPAA) ensures the confidentiality of all patient health information.
- 7) Compliance with Occupational Safety and Health Administration (OSHA) requirements ensure the safety of the staff, patients, and volunteers and that training of staff is conducted annually.
- 8) Annual CPR certification ensures that clinic staff can provide life-saving measures in an emergency.
- 9) Emergency Preparedness Manual ensures that the latest in emergency and disaster protocols are available to staff, volunteers and students.
- 10) Recertification of dental equipment, as required, ensures safety and accuracy of equipment used on patients.

Evaluation Plan

We have maintained the free clinic and have sustained its operations since 1995, despite late or limited funding and staffing situations. In the past 2 years the Board of Directors has changed, bringing in new people with skills in finance, human resources, marketing, dental care, medicine, and accounting. With their guidance and unwavering belief in the mission of AMM, especially during the COVID-19 disaster, the Dental Clinic has been able to achieve deliverables throughout the years. The Board is still in the

process of developing a Strategic & Business Plan for the Dental Clinic, which will definitely help us to evolve, streamline our operations, expand our services into all parts of Oahu, the Big Island, and Molokai.

Our long-standing presence on Oahu, has brought a positive reputation and familiarity with who we are and what we do. The dental staff and our 7 volunteers, one of whom has been with AMM since 1995, bring a high level of experience and patient-centered commitment to the quality of services provided to all. Currently, staffing is adequate so that the clinic is able to operate smoothly and efficiently. Our personnel have demonstrated their devotion to the patients by ensuring that the clinic is open 5 days a week, that best practices for dental care are utilized, that each and every patient is valued and respected, and that sanitation and hygiene of the equipment and facility are continually maintained.

Evaluation by dental patients and Welcome Smile women through the Patient Satisfaction Survey will provide us with constructive criticism of treatment provided and services rendered, recommendations for improvement, and comments on how this care has impacted their lives. In addition, we plan to obtain feedback from all of our volunteers to help improve clinic operations, enhance clinic set up, adjust scheduling of patients, amend First Smile presentations, and make changes as needed.

With COVID-19 now on the wane, in-person participation in community activities, health fairs and coalition meetings has resumed. We will now be able to evaluate the effectiveness of community outreach on clinic numbers and whether or not these are worthwhile endeavors for AMM to pursue. Partnerships with community agencies have been positive in terms of the number of referrals received, reports of improvement in the well-being of their clients, the quality of services provided, and the notable success in employment opportunities sought by patients energized with renewed confidence in their appearance. AMM will continue to obtain feedback from our community partners and if any changes are needed.

Verbal feedback will also be obtained from participants of the First Smile presentations as to the value and appropriateness of the information given and whether or not revisions are needed and if this endeavor is worthwhile to continue. Classroom teachers will also be surveyed regarding the information given to the children and value of "Ikaika, The Cavity Fighting Bear" activity book as a reinforcement tool. We will also assess whether or not the "Train the Trainer" project is a worthwhile venture to continue for AMM as well as for the students.

The electronic dental record system, Dentrix, will help us determine if we have reached the goals and objectives identified by monitoring the number of patients treated by each dentist, number of visits per patient, and dental procedures provided. Additional demographic information will also be captured when the patient is treated, such as age, gender, ethnicity, income, occupation, residency, and referral source to give us a picture of the clientele we are helping. Comparison of numbers from previous years, as reflected in the graphs of 2014 – 2020, have demonstrated that the clinic has increased

dental visits and number of patients treated, including Welcome Smile women, over the last 6 years. By determining the cost of the dental procedures provided to each patient, monthly and annually, we can better estimate annually the in-kind cost per patient served, which will help with planning the annual budget and requesting needed funds from grants. Over time it will help us to determine whether or not the free clinic is meeting the needs of the community and is the “safety net” for the disadvantaged and vulnerable population.

Progress on deliverables fulfilled and expenditure of grant funds will be monitored quarterly by the Executive Director, the Dental Director, and the contract accountant. The Executive Director will evaluate the quarterly data collected and determine the progress of deliverables met and the expenditure of grant monies. The accountant will monitor expenditures and revenues for the clinic and produce the quarterly expense reports as required. However, the Executive Director will be ultimately responsible for ensuring that the objectives and timelines have been met and the resolution of any issues or problems arising from the clinic or with personnel. Furthermore, the Hawaii Programs Committee will ensure that Quality Assurance and Quality Improvement and Risk Management Plans are followed; to assure that services provided are of quality and remain free; and to avert any risks to patients, volunteers, and staff. The effectiveness of the Dental Clinic will be measured through ongoing monitoring of clinic operations, staff, and volunteers.

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 through grant funds appropriated are the following:

- A. Provided at least 2,500 dental visits.
- B. Treat at least 40 new Welcome Smile women.
- C. Retain 7 volunteer dentists.
- D. Maintain partnerships with essential community agencies, educational institutions, and emergency departments – at least 12.
- E. Educate at least 2,000 children on good oral health practices.
- F. Mentor at least 28 students from institutions of higher learning.
- G. Maintain operational hours for 5 days a week
- H. Serve as a good tenant.

AMM has maintained the only free/no cost Dental Clinic in Hawaii since 1995 which has brought a positive reputation and familiarity among communities, organizations, and government agencies. Our effectiveness can be measured by our skill in sustaining the

programs implemented, by our capacity to tackle dental health disparities, among the poor, and our capacity in addressing public health issues in Hawaii. While other public programs may have closed or curtailed services during the Covid pandemic, AMM continued to provide dental care to thousands of poor folks, keeping its high standards of operation and staffing intact.

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](#))~~ **NOT APPLICABLE**
 - d. ~~Capital project details ([Link](#))~~ **NOT APPLICABLE**
 - e. Government contracts, grants, and grants in aid ([Link](#))

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$50,000	\$50,000	\$50,000	\$50,000	\$200,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

Not Submitted:

HDS
 Atherton Foundation
 McInerney Foundation
 Hawaii Womens Legal Fund
 Friends of Hawaii Charities
 Womens Fund of Hawaii
 Omidyar Fund: for Welcome Smile
 Chamber of Commerce Public Health Fund for First Smile
 AUW Women United
 Hawaii Public Health Institute

Pending

City & County GIA
 BOD Fundraising Events

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.

Pending:

Small Business CARES Act Employee Retention Credit: **\$204,542.13**

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 2025 for program funding.

SEE ATTACHMENT PAGE 10.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

Unrestricted assets as of 12/31/23: **\$791,543**

- o Includes fixed assets and right-of-use assets.

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.

As the only “free” Dental Clinic in Hawaii, AMM has provided more than \$7 million of basic dental procedures for more than 25,000 uninsured and underinsured dental patients over the last 28 years in business. The Board of Directors and key volunteers, currently involved with the clinic, have been with the organization for at least seven to over twenty-five years and bring a high level of experience, historical knowledge, and commitment. The varied expertise and skills of the current Board of Directors in marketing, finances, human resources, the law, and dentistry will help to ensure the sustainability and well-being of the organization. Their commitment and the leadership demonstrated during funding challenges have led to the survival of Aloha Medical Mission and its programs over the years. They have continued to guide the Executive Director, assuring that plans identified will be carried out successfully and there are adequate funds to sustain the organization and its operations.

The Executive Director demonstrated her ability to network with other community agencies; supervise personnel; manage the resources; attract new partners; write grants; and ensure that all of the volunteers feel appreciated by recognizing them annually which has included acknowledgement of our steadfast donors and staunch supporters.

Our contracted accountant has helped us keep track of revenues and expenditures on a monthly basis, balances the budget at the end of the fiscal year, and assisted in drafting budgets for the organization and grant requests. She has years of experience in dealing with government contracts and is proficient in doing the required quarterly reports. She is a great resource to the Executive Director and office manager in obtaining funds for clinic operations.

The clinic staff has demonstrated necessary skills and experiences to assist the dentists in providing treatment and to work cordially with patients, even difficult or demanding ones as well as has demonstrated their commitment and dedication to our patients by ensuring that the clinic remains open in spite of occasional staff shortages. We have 37 years of experience with recruiting and managing volunteers for the free clinic and the annual overseas missions because Aloha Medical Mission began as a volunteer organization. We have had volunteer dentists since the free clinic was established, one of whom has been a volunteer since 1995. We now have a cadre of 7 dentists, who have been vetted and have helped us expand the hours of operation. AMM has trained and mentored students interested in health for the last 17 years, providing a stimulating and challenging environment for learning.

Our longstanding presence in the community has brought a positive reputation and familiarity with who we are and what we do. We have established relationships with the low-cost clinics on Oahu, other community agencies and educational institutions and have acquired more partners to support the various programs implemented. The outreach dental hygienist has demonstrated her ability to reach out to community agencies; work with Emergency Departments; foster relationships with educational institutions; and gather and analyze clinic data collected and then create visual graphs of the impact to the patients and the clinic. She has also assisted the Executive Director at community events.

The Dental Clinic has had staunch investors, such as the Hawaii Dental Service (HDS) Foundation, Clarence T.C. Ching Foundation, Friends of Hawaii Charities, Women's Fund of Hawaii, Harry and Jeanette Weinberg Foundation, and the Omidyar Ohana Fund, who have supported AMM for the last 19 years. We have also been able to recruit new supporters, such as the City and County of Honolulu Grant-In-Aid, the Atherton Foundation, the Beta Beta Gama Foundation, and AUW Safety Net Grant in the last 4 years, all believing in the concept of a free clinic as a safety net for the poor and needy. As challenges for increase funding arises, we have been able to find opportunities to sustain clinic operations through other charitable foundations locally and nationally and new individual donors.

The list of verifiable experience of related projects or contracts for the most recent 3 years include:

- Hawaii Dental Service (HDS) Foundation supporting the clinic and its programs since 2002.
- City and County of Honolulu Grant in Aid (GIA) supporting operating expenses and rent.
- State Grant in Aid supporting capital expenses – 2019.
- Hawaii Women Legal Foundation, Friends of Hawaii Charities, Inc., and Women's Fund of Hawaii, all supporting the Welcome Smile Program.
- AUW Safety Net supporting the Dental Clinic.
- Omidyar Ohana Fund supporting Welcome Smile.
- Atherton Foundation supporting the Dental Clinic.
- GN Wilcox Foundation supporting First Smile.
- Chamber of Commerce Public Health Fund supporting First Smile.
- Ke Ola Mamo-Supported the Dental Clinic services for Hawaiians
- Hawaii Public Health Institute-Supported Big Island Outreach
- Steve and Julia Gainsley Foundation supported Welcome Smile and First Smile
- The Kosasa Foundation-General support of the Dental clinic
- Habilitat of Hawaii-Support of dental services for their patients
- Private donors through online donations

2. Facilities

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

The new clinic facility, which is in the AUW building on Vineyard Boulevard, has a space of only 1800 square feet for 3 dental units with x-ray machines, a Panorex machine, a waiting area, a utility room to clean and sterilize equipment, computers in each unit, and small administrative spaces to accommodate the Executive Director, office manager, outreach dental hygienist, and Dental Director. Because the new facility is profoundly limited in space, we are able to accommodate two dentists at a time or one dentist and a dental hygienist/dental interns in order to be compliant with HIPAA .

The clinic consists of a very small waiting room, There is a computer in every dental unit so the dentists and dental assistants are able to access the Dentrix system while treating patients and record dental complaints, diagnosis, and recommended treatment. Although patient records are scanned into Dentrix for a paperless filing, hard copies of records are still kept and secured in locked filing cabinets. Our dental facility has up-to-date equipment and an upgraded electronic patient chart system (Dentrix). If funding is secured, the computers will be upgraded.

The facility also has a small room which serves as the break room, meeting room, and a limited storage area for dental supplies. The facility is also ADA compliant

with a ramp for wheelchairs and handicap parking space in the back of the building and a handicap accessible bathroom. Currently, it meets the needs of the Dental Clinic and administration.

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 consumer experience has been significantly improved, having a dedicated dental staff to guarantee a particular level of capacity and reliability. The dental assistants provide assistance to the dentists; help out at the reception area; triage as needed; educate patients on good oral health practices as they are being treated; order and receive dental supplies; take care of the cleaning of equipment and facility; and are responsible for the maintenance of dental equipment and the facility.

The dental hygienist is responsible to provide dental cleanings at the clinic and the outreach dental hygienist also conducts First Smile presentations and maintains contact with the community partners and educational institutions. Both the dental assistants and dental hygienist participate in health fairs in the community and at the Hawaii Dental Association Convention. The clinic dentists not only provide dental treatment to patients but one of them also serves as the dental director, who ensures quality assurance in the clinic, risk management protocols are followed, and the supervision of dental volunteers and clinic staff. He also does the annual peer review of selected dentists at the clinic to satisfy the federal requirements and ensure the standards of care for the profession. The dental director has recruited many of his colleagues to volunteer, which has greatly enhanced our services. He also identifies training opportunities for the dental staff and volunteer dentists. All of the dental staff ensures the efficient and smooth operation of the clinic and are provided training opportunities when they arise. The clinic staff is supervised by the Dental Director and the Executive Director but the ultimate responsibility falls upon the Executive Director.

The Executive Director has been charged with securing funds to meet the projected budget annually for the organization and has been responsible for the overall supervision of AMM personnel and overall management of the organization, increase partnerships and collaboration with community agencies to leverage our resources wisely. With the new Executive Director her priority will be to obtain unrestricted funds to support administration and other expenses and the mission of "Bringing Hope and Impacting the Lives of People We Serve". She is also exploring expansion of free dental care to the neighbor islands and will be securing funding to support this effort.

The Office Manager will continue to assist the Executive Director with monthly reports or annual reports for grants awarded, scheduling of clinic staff, tracking donations, tracking clinic supplies, maintaining electronic and computer functions, timely payment of voices and helps out with reception and dental assistant.

Having a contracted accountant, who is knowledgeable and experienced in working with grants-in-aid has helped us to carry out the above plan and get reimbursed for services provided in a timely fashion. She has demonstrated proficiency in tracking grant expenses and in accounting for their use at the clinic. Her aptitude in reconciliation of expenditures, tracking of grant funds, projecting amount of funds needed to support the clinic monthly, and drafting of proposed budgets for grants and the organization has enabled the organization to support not only its overseas missions but also the Dental Clinic and its programs in Hawaii

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

SEE ATTACHMENT

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.

The annual salaries of the following highest paid employees are:

- A. Executive Director -- \$96,000.00
- B. Dentist and Dental Director (Part-time) – (\$70,013.00)
- C. Outreach Dental Hygienist (Dental cleaning; collects and analyzes data; created and implemented First Smile – Virtual Program; supervises students) -- \$89,742.00

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.

AMM retains the following licenses or accreditation through its facility, clinic staff, and Volunteer dentists:

- Annual Radiation Facility license for the x-ray machines.
- CPR/AED Certification of designated clinic staff.
- Annual OSHA and HIPAA Certification of the clinic and its staff.
- Current State of Hawaii Dentist and Dental Hygienist Licenses.
- DEA (Drug Enforcement Administration) Registration/License of the Volunteer Dentists and paid dentists.
- Federal Torts Claim Act (FTCA) – Malpractice Insurance Protection for Volunteer Dentists, other licensed health professionals, other volunteers, the Board of Directors and Officers of Aloha Medical Mission, through the federal government (HRSA).
- Liability Coverage for Directors and Officers of the AMM Board.
- General Liability Coverage for the facility and any occurrences occurring within the facility, including the State of Hawaii and the City & County of Honolulu.

Credentialing of licensed health professionals who work in the clinic.

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 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, but
- (b) Not received by the applicant thereafter.

The long-term goal for the sustainability of the free Dental Clinic is to find staunch financial supporters, who believe in the idea of a free Dental Clinic for the destitute in Hawaii and will support this concept unwaveringly. We also plan to explore grants that provide funding for at least 2 years or more so that we are not constantly writing grant proposals and having to piece together funding from various grants awarded annually. We have been fortunate that Hawaii Dental Service (HDS) Foundation has bestowed upon us funding for clinic operations for 2 years.

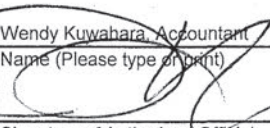
The continuation of free dental care since 1995 serves as evidence of AMM's capability to sustain this lasting benefit to the community. Our success can also be measured in our skill in finding funding prospects, such as the AUW Safety Net Fund, G.N. Wilcox Foundation, Women's Fund of Hawaii, and the City GIA, as well as our own fundraising efforts to reduce health discrimination among this targeted group. We ARE the last safety net for free dental care for the impoverished and powerless, including low-income individuals, women, Native Hawaiians, kupuna/elderly, immigrants, and the homeless.

AMM is considering expansion of our dental services not only to the borders of Oahu but also to the Big Island and Molokai to serve more of those in poverty and more of the Native Hawaiians, who have endured health inequities due to geography, income, and ethnicity. However, this will be dependent upon recovery efforts of the economy and healthcare system. We have maintained our contacts with our community partners throughout the pandemic in order to move forward as the economy grows. They will help us sustain the long-term benefits of the clinic by promoting our services, making referrals, and becoming stakeholders for dental issues in the community. All of the services that AMM has provided over the years have had and will continue to have lasting benefits on the dental health of its residents.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: ALOHA MEDICAL MISSION - DENTAL CLINIC

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	150,116		161,603	58,654
2. Payroll Taxes & Assessments	17,774		17,599	8,661
3. Fringe Benefits	3,628		5,968	
TOTAL PERSONNEL COST	171,518		185,170	67,315
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				900
2. Insurance				4,191
3. Lease/Rental of Equipment				2,294
4. Lease/Rental of Space	20,000		14,830	9,964
5. Staff Training				10,000
6. Supplies	8,482			29,318
7. Telecommunication				3,583
8. Utilities				0
9. Repairs & Maintenance				6,620
10. Professional Services				20,599
11. Volunteer/Staff Appreciation				5,000
12. Miscellaneous				3,480
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	28,482		14,830	95,949
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	200,000		200,000	163,264
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	200,000	Wendy Kuwahara, Accountant 808-261-1619		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	200,000			
(d) Total Private/Other Funds Requested	163,264	Signature of Authorized Official Date		
TOTAL BUDGET	563,264	Rae Mei Ling Isaacs, Executive Director		
		Name and Title (Please type or print)		

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: ALOHA MEDICAL MISSION - DENTAL CLINIC

Contracts Total: 1,234,480

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Dental Clinic -- Free basic dental procedures	11/1/18-9/30/19	Dept of Community Svcs	C&C of Honolulu	125,000
2	Dental Clinic -- Free basic dental procedures	07/1/19 - 06/30/20	Dept. of Health	State	120,000
3	Dental Clinic -- Free basic dental procedures	1/20 - 12/20	Dept of Community Svcs	C&C of Honolulu	125,000
4	Dental Clinic -- Free basic dental procedures	1/21 - 9/21	Dept of Community Svcs	C&C of Honolulu	200,000
5	Dental Clinic -- Free basic dental procedures	10/21 - 9/22	Dept of Community Svcs	C&C of Honolulu	200,000
6	Dental Clinic -- Free basic dental procedures	3/23 - 2/24	Office of Community Svcs	State	150,000
7					
8	COVID RELIEF				
9	Hawaii Community Foundation - CARES ACT	5/22/20 - 10/31/20		U.S.	119,552
10	Hawaii USA FCU - SBRRF	3/22/20 - 12/31/20		Federal pass thru	10,000
11	COCH Pivot	2020		U.S.	10,000
12	PPP #1	5/8/20 - 7/2/20		U.S.	82,423
13	PPP #2	2/25/21 - 4/21/21		U.S.	92,505
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Aloha Medical Mission Organizational Chart

