

## 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](#))
  - 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

Rev. Anke Flohr, Executive Director  
PRINT NAME AND TITLE

1/19/2024  
DATE

# THE THIRTIETH LEGISLATURE

## APPLICATION FOR GRANTS

### CHAPTER 42F, HAWAII REVISED STATUTES

Type of Grant Request:

Operating
  Capital

Legal Name of Requesting Organization or Individual: **Db:**

Pacific Health Ministry

Amount of State Funds Requested: \$ 105,000

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

A fully funded grant will provide 5 urgent, emergency 24/7 on-call chaplains to those in need on O'ahu, Maui, & Kaua'i, and provide a minimum of 6 chaplain trainings on Maui and Kaua'i for the grant year. On-call chaplains will provide interfaith spiritual care to any who are experiencing crisis, emergencies, and/or end-of-life in hospitals and health care facilities. Chaplain trainings will be conducted by a board-certified ACPE-accredited clinical pastoral educator and usually 2+ hours. Please see attached Application for Grants for further information.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 0

Private/Other: \$ 6,000

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

\$ 0

Unrestricted Assets:

\$ 50,000

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

Type of Business Entity:

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

Mailing Address:

1245 Young St., Ste. 204

City: Honolulu State: HI Zip: 96814

Contact Person for Matters Involving this Application

Micki McCassey, Operations Manager

Name:  
Rev. Anke Flohr, MDiv, BCC

Title:  
Executive Director

Email:  
mickimccassey@phmhawaii.org

Phone:  
(808) 591-6556

Federal Tax ID#:

State Tax ID#



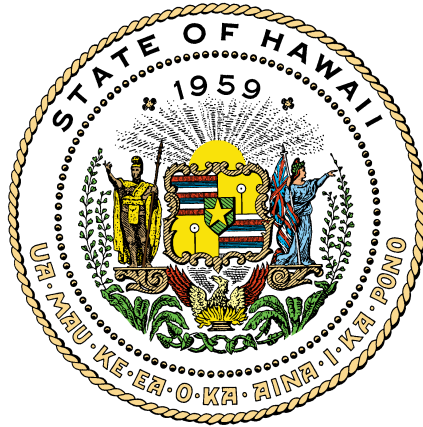
Authorized Signature

Rev. Anke Flohr, Executive Director

Name and Title

1/18/24

Date Signed



## 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

PACIFIC HEALTH MINISTRY

was incorporated under the laws of Hawaii on 09/16/1986 ; 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, 2024

Director of Commerce and Consumer Affairs

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

The undersigned authorized representative of the applicant certifies the following:

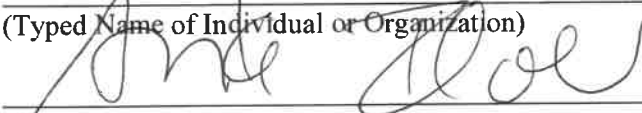
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

**Pacific Health Ministry**

(Typed Name of Individual or Organization)



(Signature)

**Anke Flohr**

(Typed Name)

Rev 8/30/23

(Date)

1/15/2024

**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](#).

See our attached “Declaration Statement of Applicants for Grants Pursuant to Chapter 42f, Hawai‘i 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 for public purposes pursuant to Section 42F-102, Hawai‘i Revised Statutes.

### **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;**

Pacific Health Ministry (PHM) was established in 1986 as a not-for-profit 501(c)3 organization to develop hospital spiritual care, and Clinical Pastoral Education (CPE) programs in Hawai‘i. **Our mission is to provide the highest quality interfaith spiritual care to the people of Hawai‘i, pastoral training to students around the world and education for the community.**

Pacific Health Ministry is *Hawai'i's only fully accredited institution* by the Association for Clinical Pastoral Education (ACPE) and attracts students from around the world<sup>1</sup>. We strive to provide care for ill, grieving, isolated, and underserved people through spiritual care services and education for clergy and laity throughout Hawai'i. Communities may find PHM chaplains serving on O'ahu, Maui, and Kaua'i.

PHM has 23 chaplains and four (4) resident chaplains who serve patients and staff at 11 hospitals or long term care facilities across the state, who are experiencing crisis, emergencies, and/or end-of-life situations. The chaplains are supported by five (5) administrative staff (2 FT and 4 PT) located in Honolulu. We currently have only 14 on-call chaplains across three islands which support our team, mostly for overnight and weekend coverage.

“A hospital chaplain is a professionally trained clergy member who supports patients and staff with spiritual and religious concerns. He or she is clinically trained to help navigate the healthcare experience. Chaplains have similar skill sets to social workers but are specially trained to support belief systems **across faiths and cultures**” (2014)<sup>2</sup>.

PHM Chaplains provide spiritual care and emotional support for patients, families and staff and are clinically trained to offer compassionate spiritual care while respecting the individual's faith tradition and religious or spiritual beliefs. In Hawai'i, this also includes respecting the numerous cultural observances, practices, and beliefs. Throughout the pandemic, our chaplains were and continue to be on the frontlines providing comfort and spiritual care to families and loved ones. It has been particularly challenging during the lockdowns, visitor restrictions, and healthcare changes over the course of the last three years. This year was a particularly notable for our chaplain response to the Maui fires that destroyed a town and affected the whole state in the face of loss and grief. Chaplains on Maui served not only the patients but the staff who were all connected in some way to someone who was impacted by the fires.

We are also accredited to provide four different paths of instruction on ministry formation, pastoral visitation, crisis counseling, institutional ministry practice, and the ability to provide service to diverse people from cultural and religious backgrounds.

As Harold Koenig states in JAMA, “a whole person is someone whose being has physical, emotional, and spiritual dimensions. Ignoring any of these aspects of humanity leaves the patient feeling incomplete and may even interfere with healing” (2020)<sup>3</sup>. Our chaplains witness this everyday, and particularly in the glare that the pandemic shone on everyone impacted, including patients, healthcare workers, and the general population.

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<sup>1</sup> The nearest ACPE accredited chaplaincy training in Oceania is in Australia

<sup>2</sup> Frank, J. (2017). Chaplains and the Role of Spiritual Care in Healthcare. Intermountain Healthcare. Retrieved from <https://intermountainhealthcare.org/blogs/topics/transforming-healthcare/2017/04/chaplains-and-the-role-of-spiritual-care-in-healthcare/>

<sup>3</sup> Koenig, H.G. (2020). Religion, Spirituality, and Medicine: Application to Clinical Practice. *JAMA*. 284(13):1708. doi:10.1001/jama.284.13.1708-JMS1004-5-1

## 2. The goals and objectives related to the request;

This program will immediately address the increased, pressing need for patients and healthcare workers who need 24/7 on-call chaplain coverage across three islands: O‘ahu, Maui, and Kaua‘i, as well as provide continued spiritual care educational training for new and current chaplains. As part of this grant, we will provide and train on-call chaplains to serve communities on O‘ahu, Maui, and Kaua‘i.

In the 11 facilities we currently serve, there are only one to three chaplains on duty during the day per facility. While each facility has varying bed capacities and patient censuses, our chaplains are nowhere near the levels the community deserves and needs. However, our immediate goal is the provision of 24/7 on-call chaplaincy services for *all*. Currently, any emergency, crisis, or end-of-life situation that happens outside of regular business hours are attended to by on-call chaplains. This grant will ensure the provision of around the clock essential spiritual care services.

The devastating fires in Lahaina on August 8, 2023 required immediate coverage and focus. Having additional on-call chaplains would provide communities with ongoing spiritual care as well as crisis spiritual care. To avoid and prevent burnout amongst our current chaplains, this grant is vital to provide on-call chaplains who can respond in times of crises, emergencies, and natural/man-made disasters.

Chaplains tend to continue to give and provide spiritual care, in spite of his/her/their own personal exhaustion. However, crises, emergencies, and disasters are unpredictable and must be responded to beyond our regular chaplains' load. Having additional 24/7 care is crucial to maintain our services and reduce or eliminate burnout which could potentially leave communities without a chaplain entirely.

Our goal is to have five (5) additional on-call chaplains: three (3) on O‘ahu, and one on-call chaplain each on Maui (1) and Kaua‘i (1).

Pacific Health Ministry provides the highest level of clinical pastoral education which highlights that "...chaplains receive more than 1,600 hours of training focused specifically in healthcare settings" (2017)<sup>4</sup>. We are proud to be perhaps the only provider clinical pastoral education in the Pacific (the next closest being in Australia). Our educational services also include continuing education with chaplains as well as regular site visits with chaplains including those on Maui and Kaua‘i. This program is requesting travel access funds to ensure the highest levels of clinical spiritual care education on the islands is available to the chaplains.

## 3. The public purpose and need to be served;

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<sup>4</sup> Koenig, H.G. Religion, Spirituality, and Medicine: Application to Clinical Practice

“Although chaplains are a helpful component to the care team, only 60 percent of hospitals in the United States have a chaplain. The remaining 40 percent of hospitals rely on community and volunteer support, which can sometimes be insufficient in a healthcare setting”<sup>5</sup>.

According to Puchalski, Blatt, Kogan, and Butler (2014) they noted that the American Medical Association developed a Code of Medical Ethics that suggests “physicians should provide competent care based on respect and compassion—values many would consider core to spirituality” (p. 11)<sup>6</sup>. Chaplains provide spiritual care not only to those who are dying, or of a specific religious observation, or culture but to *all*.

And as Gomez, White, Browning and DeLisser state,

Healthcare chaplains play an important role in the clinical sphere, providing spiritual and pastoral care, presence, and counseling to patients, their families, staff, and others in the healthcare community. Positive outcomes associated with chaplain care include relief of patient and family spiritual distress, improved communication between patients’ families and the medical team, reduced spiritual and emotional distress on the part of healthcare providers, and enhanced patient satisfaction with the care provided (p. 1)<sup>7</sup>.

The chaplains serve spiritual care needs of anyone – even those who do not recognize religion or particular faith. Spiritual needs are a fundamental human need and right – we are all spiritual and not all of us are religious.

Chaplains are needed to serve not only spiritual care needs but as the intermediary between the patient, medical care team, and family members who could not be with the patient. Chaplains also rapidly became conversant with using technology for tele-chaplaincy work, using FaceTime and other methods to communicate where physical presence is not possible.

#### 4. Describe the target population to be served; and

Patients, families and staff at any of the 11 medical or long-term care institutions we serve who are ill, grieving, isolated, and underserved are offered services from PHM Chaplains who provide spiritual care and emotional support. Our Chaplains are clinically trained to offer compassionate spiritual care while respecting the individual’s faith tradition and religious or spiritual beliefs. In Hawai‘i, this also includes respecting the numerous cultural observances, practices, and beliefs.

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<sup>5</sup> Frank, J. Chaplains and the Role of Spiritual Care in Healthcare

<sup>6</sup> Puchalski, C., Blatt, B., Kogan, M., & Butler, A. (2014). Spirituality and Health: The Development of a Field. *Academic Medicine*, 89(1), 10–16. <https://doi.org/10.1097/ACM.0000000000000083>

<sup>7</sup> Gomez, S., White, B., Browning, J., & DeLisser, H. M. (2020). Medical Students’ Experience in a Trauma Chaplain Shadowing Program: A Mixed Method Analysis. *Medical Education Online*, 25(1), 1710896–1710896. <https://doi.org/10.1080/10872981.2019.1710896>



PHM Chaplains serve all – regardless of what their faith background is. The target population are patients and healthcare workers in clinical situations and settings who are in need of spiritual care.

5. Describe the geographic coverage.

Communities may find PHM chaplains serving on O‘ahu, Maui, and Kaua‘i across 11 institutions.

### **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;

**Scope:** Provision of five (5) emergency, 24/7 on-call chaplains to those in need on O‘ahu, Maui, and Kaua‘i. In addition, conduct at least one complete Certified Pastoral Education (CPE) chaplain training unit on Maui for the grant year. This would involve 12 (full time) or 26 (part-time) weeks of training.

**Tasks:** The on-call chaplains will provide spiritual care to any who are experiencing crisis, emergencies, and/or end-of-life in hospitals and health care facilities. Chaplain trainings are typically about 2 hours but can be more depending on the chaplains’s community needs. The trainings will be conducted by a board-certified ACPE-accredited clinical pastoral educator.

**Responsibilities:** PHM will vet, hire, train, and provide five (5) or six (6) on-call emergency chaplains during the course of the grant period. PHM will also conduct, at minimum, one complete CPE chaplain training unit on Maui for the grant year. This would involve 12 (full time) or 26 (part-time) weeks of training.

A fully funded grant will provide the above and will have qualitative and quantitative information on institutions served, hours served, and population served summary.

PHM Chaplains provide spiritual care and emotional support for patients, families and staff and support to our already stretched thin population served. Chaplains are clinically trained to offer compassionate spiritual care while respecting the individual’s faith tradition and religious or spiritual beliefs. In Hawai‘i, this also includes respecting the numerous cultural observances, practices, and beliefs.

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

July – September 2024: Begin process of hiring and on-boarding five (5) on-call chaplains across O‘ahu, Maui, and Kaua‘i. Begin planning process of training schedule(s).

Late Summer – Fall 2024: Onboard the on-call chaplains and schedule training sessions.

Fall 2024 – June 2025: provide expanded spiritual care and emotional support for patients, families, and staff and support to our already stretched thin services across the three islands and 11 facilities PHM serves.

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

A fully funded grant will provide the stated scope, tasks, and responsibilities successfully and will collect qualitative and quantitative information on institutions served, hours served, population served summary. The training sessions are part of the process of monitoring, evaluating, and improving on-call chaplain service during the grant year.

Additionally, PHM has established relationships with the 11 health care institutions we currently serve and feedback from these institutions will also help us determine the effectiveness of chaplaincy community services.

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.

As stated above, a fully funded grant will provide the stated scope, tasks, and responsibilities successfully and will have qualitative and quantitative reports on institutions served, hours served, population served summary. The training sessions are part of the process of monitoring, evaluating, and improving on-call chaplain service during the grant year.

Effective spiritual care should help patients and caregivers find meaning and promote a sense of connection and peace in the face of suffering, emergencies, crises, or death. Reporting the effectiveness will be done through increased interactions among the leaders from within our organization and the institutions we serve.

## **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](#))

Budget spreadsheets are attached.

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      |
|-----------|-----------------|-----------|-----------------|------------------|
|           | <b>\$52,500</b> |           | <b>\$52,500</b> | <b>\$105,000</b> |

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

Private donors  
 Atherton Family Foundation  
 Evangelical Lutheran Church of America  
 Foodland Give Aloha  
 Pōhai Nani Foundation  
 Sidney Stern Memorial Trust

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.

PHM did not receive tax credits in the prior three years.

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.

Since 2018, PHM has had a contract with the Hawai‘i State Hospital for chaplaincy services which has not changed. We anticipate this contract to continue in 2025.

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

Unrestricted current assets as of December 31, 2022: \$2,020,112

## **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.

Pacific Health Ministry is *Hawai'i's only fully accredited institution* by the Association for Clinical Pastoral Education (ACPE) and attracts students from around the world. ACPE is the only agency recognized by the United States Department of Education (USDE) to accredit programs of Clinical Pastoral Education (CPE) in the United States<sup>8</sup>.

We are proud of our recent successful ACPE accreditation renewal in Fall 2022 for the next six years. PHM has been conducting trainings and fulfilling the community needs for clinical chaplains since 1986. We have received several government proclamations over the years, and have had established contracts with 11 health care institutions for the past three years and longer. For example, we have had contracts with almost all 11 institutions for over 20 years and some for over 30 years.

### **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.

Pacific Health Ministry has an administrative office at 1245 Young St. in Honolulu, Hawai'i. Our clinical chaplains serve on-site at 11 healthcare institutions across the state:

- Hawai'i State Hospital
- Kapi'olani Medical Center for Women & Children
- Kaiser Permanente
- Kuakini Health System
- Maui Memorial Medical Center
- Pali Momi Medical Center
- Pōhai Nani
- The Queen's Medical Center, Punchbowl/Manamana
- The Queen's Medical Center, West O'ahu
- Straub Medical Center
- Wilcox Medical Center

## **VI. Personnel: Project Organization and Staffing**

<sup>8</sup> Association for Clinical Pastoral Education. 2020. Retrieved from <https://acpe.edu/programs/accreditation>

## **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.

PHM's current Clinical Pastoral Education (CPE)-Certified Educator will conduct the trainings and will work with Chaplain site coordinators to vet and hire the chaplains for this project.

Pacific Health Ministry provides the highest level of clinical pastoral education which highlights that "...chaplains receive more than 1,600 hours of training focused specifically in healthcare settings" (2017).<sup>9</sup> We are proud to be perhaps the only provider clinical pastoral education in the Pacific (the next closest being in Australia). Our educational services also include continuing education with chaplains as well as regular site visits with chaplains including those on Maui and Kaua'i. This program is requesting travel access funds to ensure that the highest levels of clinical spiritual care education on the islands we serve in Hawai'i.

## **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.

Our organizational chart is attached.

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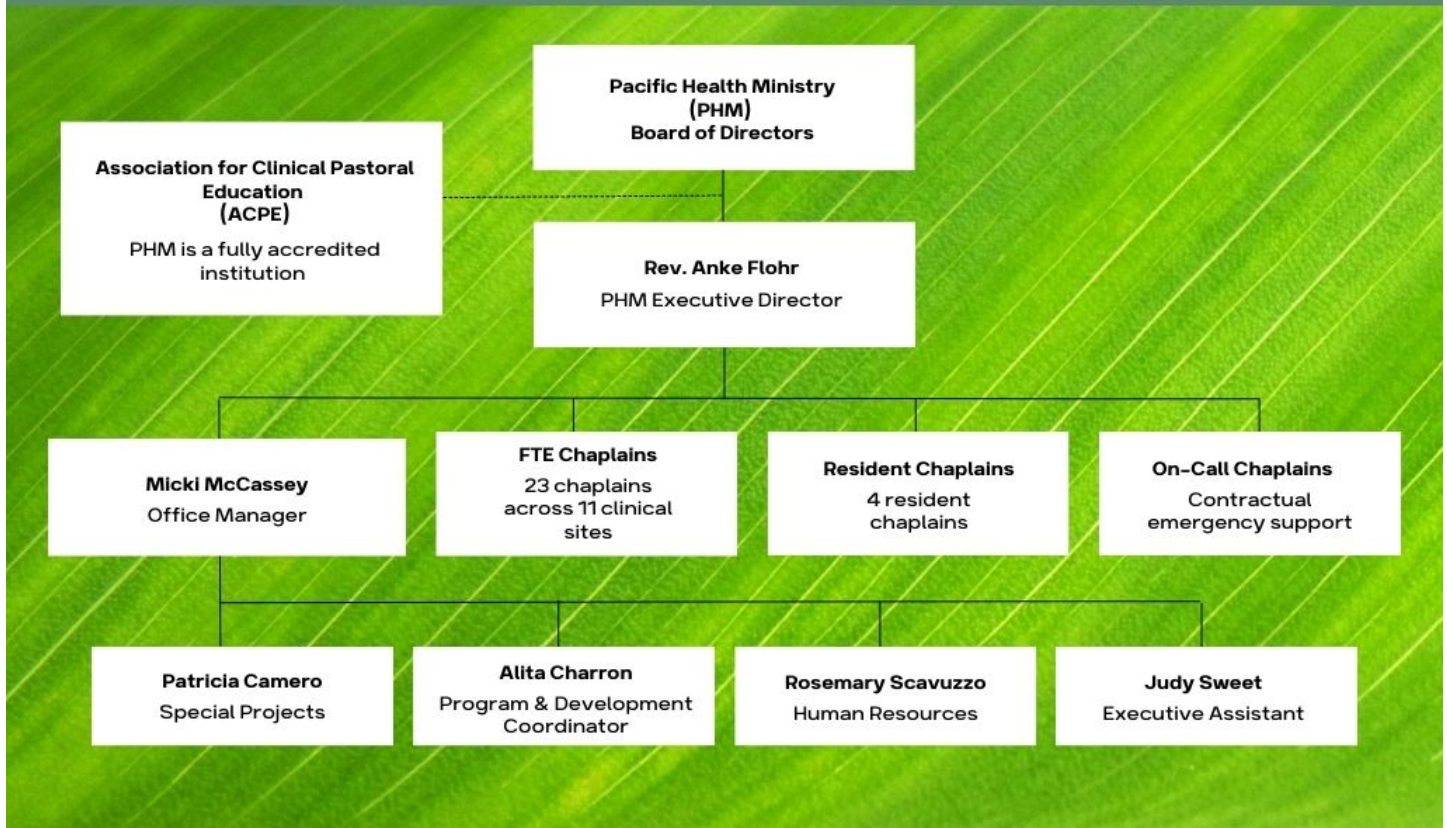
<sup>9</sup> Koenig, H.G. Religion, Spirituality, and Medicine: Application to Clinical Practice

# PACIFIC HEALTH MINISTRY

## Organizational Chart

Providing the highest quality interfaith spiritual care to the people of Hawai'i, pastoral training to students around the world and education for the community.

p hmhawaii.org



### 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.

Executive Director & CPE Certified Educator \$105,397  
Chaplain site coordinator \$93,000  
Chaplain site coordinator \$70,800

## 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.

PHM is not currently involved in any litigation nor outstanding judgement.

## **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.

Pacific Health Ministry is fully accredited by the Association for Clinical Pastoral Education (ACPE). ACPE is the only agency recognized by the United States Department of Education (USDE) to accredit programs of Clinical Pastoral Education (CPE) in the United States<sup>10</sup>. PHM's accreditation was recently renewed in Fall 2022 for six years.

## **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.

Pacific Health Ministry is a non-profit, nonsectarian school serving the public that does not discriminate because of race, religion, sex or ancestry in compliance with Article X, Section 1, of the Hawai'i State Constitution.

Public funds expended as a result of this grant complies with the Hawai'i State Constitution Article X, Section 1, of the Hawai'i State Constitution.

## **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 funding for emergency chaplains will be ongoing, and while we cannot know when emergencies will happen, we anticipate the need for chaplain services and education will remain high but will level to more manageable, pre-Covid levels. During the grant year we will maintain a sense of community need and respond accordingly to changes in the healthcare landscape.

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<sup>10</sup> Association for Clinical Pastoral Education. 2020. CPE Program Accreditation. Retrieved from <https://acpe.edu/programs/accreditation>

# BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

Applicant: Pacific Health Ministry

| BUDGET CATEGORIES                          | Total State Funds Requested<br>(a) | Total Federal Funds Requested<br>(b)  | Total County Funds Requested<br>(c) | Total Private/Other Funds Requested<br>(d) |
|--|------------------------------------|---------------------------------------|-------------------------------------|--|
| <b>A. PERSONNEL COST</b>                   |                                    |                                       |                                     |  |
| 1. Salaries                                | 0                                  | 0                                     | 0                                   | 0  |
| 2. Payroll Taxes & Assessments             | 0                                  | 0                                     | 0                                   | 0  |
| 3. Fringe Benefits                         | 0                                  | 0                                     | 0                                   | 0  |
| <b>TOTAL PERSONNEL COST</b>                | <b>0</b>                           | <b>0</b>                              | <b>0</b>                            | <b>0</b>                                   |
| <b>B. OTHER CURRENT EXPENSES</b>           |                                    |                                       |                                     |  |
| 1. Airfare, Inter-Island                   | 500                                | 0                                     | 0                                   | 6,000                                      |
| 2. Insurance                               | 0                                  | 0                                     | 0                                   | 0  |
| 3. Lease/Rental of Equipment               | 0                                  | 0                                     | 0                                   | 0  |
| 4. Lease/Rental of Space                   | 0                                  | 0                                     | 0                                   | 0  |
| 5. Staff Training                          | 2,000                              | 0                                     | 0                                   | 0  |
| 6. Supplies                                | 0                                  | 0                                     | 0                                   | 0  |
| 7. Telecommunication                       | 0                                  | 0                                     | 0                                   | 0  |
| 8. Utilities                               | 0                                  | 0                                     | 0                                   | 0  |
| 9 On-Call Contract Chaplain (5 X \$20,500) | 102,500                            | 0                                     | 0                                   | 0  |
| 10   |                                    |                                       |                                     |  |
| 11   |                                    |                                       |                                     |  |
| 12   |                                    |                                       |                                     |  |
| 13   |                                    |                                       |                                     |  |
| 14   |                                    |                                       |                                     |  |
| 15   |                                    |                                       |                                     |  |
| 16   |                                    |                                       |                                     |  |
| 17   |                                    |                                       |                                     |  |
| 18   |                                    |                                       |                                     |  |
| 19   |                                    |                                       |                                     |  |
| 20   |                                    |                                       |                                     |  |
| <b>TOTAL OTHER CURRENT EXPENSES</b>        | <b>105,000</b>                     |                                       |                                     | <b>6,000</b>                               |
| <b>C. EQUIPMENT PURCHASES</b>              |                                    |                                       |                                     |  |
| <b>D. MOTOR VEHICLE PURCHASES</b>          |                                    |                                       |                                     |  |
| <b>E. CAPITAL</b>                          |                                    |                                       |                                     |  |
| <b>TOTAL (A+B+C+D+E)</b>                   | <b>105,000</b>                     |                                       |                                     | <b>6,000</b>                               |
| <b>SOURCES OF FUNDING</b>                  |                                    | Budget Prepared By:                   |                                     |  |
| (a) Total State Funds Requested            | 105,000                            | Micki McCassey                        | (808) 591-6556                      |  |
| (b) Total Federal Funds Requested          | 0                                  | Name (Please type or print) Phone     |                                     |  |
| (c) Total County Funds Requested           | 0                                  | <i>Anke Flohr</i>                     | 1/19/2024                           |  |
| (d) Total Private/Other Funds Requested    | 6,000                              | Signature of Authorized Official Date |                                     |  |
| <b>TOTAL BUDGET</b>                        | <b>111,000</b>                     | Anke Flohr, Executive Director        |                                     |  |
|  |                                    | Name and Title (Please type or print) |                                     |  |





## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Pacific Health Ministry

| DESCRIPTION<br>EQUIPMENT       | NO. OF<br>ITEMS | COST PER<br>ITEM | TOTAL<br>COST | TOTAL<br>BUDGETED |
|--------------------------------|-----------------|------------------|---------------|-------------------|
| N/A                            |                 |                  | \$ -          |                   |
|                                |                 |                  | \$ -          |                   |
|                                |                 |                  | \$ -          |                   |
|                                |                 |                  | \$ -          |                   |
|                                |                 |                  | \$ -          |                   |
| <b>TOTAL:</b>                  |                 |                  |               |                   |
| <b>JUSTIFICATION/COMMENTS:</b> |                 |                  |               |                   |

| DESCRIPTION<br>OF MOTOR VEHICLE | NO. OF<br>VEHICLES | COST PER<br>VEHICLE | TOTAL<br>COST | TOTAL<br>BUDGETED |
|---------------------------------|--------------------|---------------------|---------------|-------------------|
| N/A                             |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
|                                 |                    |                     | \$ -          |                   |
| <b>TOTAL:</b>                   |                    |                     |               |                   |
| <b>JUSTIFICATION/COMMENTS:</b>  |                    |                     |               |                   |

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Pacific Health Ministry

| FUNDING AMOUNT REQUESTED  |  |               |                       |                                  |                                      |              |
|---|--|---------------|-----------------------|----------------------------------|--------------------------------------|--------------|
| TOTAL PROJECT COST  | ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS |               | STATE FUNDS REQUESTED | OTHER SOURCES OF FUNDS REQUESTED | FUNDING REQUIRED IN SUCCEEDING YEARS |              |
|   | FY: 2022-2023                                | FY: 2023-2024 | FY:2024-2025          | FY:2024-2025                     | FY:2025-2026                         | FY:2026-2027 |
| PLANS   | N/A  |               |                       |                                  |                                      |              |
| LAND ACQUISITION  | N/A  |               |                       |                                  |                                      |              |
| DESIGN  | N/A  |               |                       |                                  |                                      |              |
| CONSTRUCTION  | N/A  |               |                       |                                  |                                      |              |
| EQUIPMENT   | N/A  |               |                       |                                  |                                      |              |
| <b>TOTAL:</b>   | <b>N/A</b>                                   |               |                       |                                  |                                      |              |
| <b>JUSTIFICATION/COMMENTS:</b> Pacific Health Ministry is not requesting funds for a capital project. |  |               |                       |                                  |                                      |              |

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Pacific Health Ministry

Contracts Total: 179,520.00

|    | <b>CONTRACT DESCRIPTION</b>               | <b>EFFECTIVE DATES</b> | <b>AGENCY</b>          | <b>GOVERNMENT ENTITY<br/>(U.S./State/Hawaii/<br/>Honolulu/ Kauai/<br/>Maui County)</b> | <b>CONTRACT VALUE</b> |
|----|---|------------------------|------------------------|--|-----------------------|
| 1  | Hawai'i State Hospital - Chaplain service | 3/1/2023 - 2/29/2024   | Hawai'i State Hospital | State of Hawai'i   | \$179,520             |
| 2  |   |                        |                        |  |                       |
| 3  |   |                        |                        |  |                       |
| 4  |   |                        |                        |  |                       |
| 5  |   |                        |                        |  |                       |
| 6  |   |                        |                        |  |                       |
| 7  |   |                        |                        |  |                       |
| 8  |   |                        |                        |  |                       |
| 9  |   |                        |                        |  |                       |
| 10 |   |                        |                        |  |                       |
| 11 |   |                        |                        |  |                       |
| 12 |   |                        |                        |  |                       |
| 13 |   |                        |                        |  |                       |
| 14 |   |                        |                        |  |                       |
| 15 |   |                        |                        |  |                       |
| 16 |   |                        |                        |  |                       |
| 17 |   |                        |                        |  |                       |
| 18 |   |                        |                        |  |                       |
| 19 |   |                        |                        |  |                       |
| 20 |   |                        |                        |  |                       |
| 21 |   |                        |                        |  |                       |
| 22 |   |                        |                        |  |                       |
| 23 |   |                        |                        |  |                       |
| 24 |   |                        |                        |  |                       |
| 25 |   |                        |                        |  |                       |
| 26 |   |                        |                        |  |                       |
| 27 |   |                        |                        |  |                       |
| 28 |   |                        |                        |  |                       |
| 29 |   |                        |                        |  |                       |
| 30 |   |                        |                        |  |                       |