

House District _____

Senate District _____

**THE TWENTY- FOURTH LEGISLATURE
HAWAI'I STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAI'I REVISED STATUTES**

Log No: 93-0

For Legislature's Use Only

Type of Grant or Subsidy Request:

- GRANT REQUEST - OPERATING
- GRANT REQUEST - CAPITAL
- SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN): DEPARTMENT OF HUMAN SERVICES
STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN): _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Hawaii Primary Care Association
Dba:

Street Address: 345 Queen Street, Suite 601
Honolulu, HI 96813-4715

Mailing Address: Same

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name BARBARA LUKSCH

Title Project Director

Phone # 808-536-8442

Fax # 808-524-0347

e-mail coverkids@aol.com

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

6. SSN (IF AN INDIVIDUAL): _____

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

SUPPORT FOR HAWAI'I COVERING KIDS PROJECT
(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 75,000

9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$0
FEDERAL \$0
COUNTY \$0
PRIVATE/OTHER \$122,145

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

ELIZABETH GIESTING, CHIEF EXECUTIVE OFFICER
NAME & TITLE

01/29/08
DATE SIGNED

Application for Grants and Subsidies

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

I. 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. Include the following:

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

The Hawaii Primary Care Association was incorporated in 1989 as a statewide, private, not-for-profit organization with a mission to strengthen systems of health care in Hawai'i for communities in need. HPCA represents organizations and health care providers focused on primary health care for medically underserved populations.

2. The goals and objectives related to the request;

Hawai'i Covering Kids began in June 1999 as part of a national initiative to increase the number of eligible children and youths who benefit from public insurance programs. The project works to identify, enroll, and retain eligible children and youths in Hawai'i's QUEST and Medicaid Fee-for-Service health insurance programs. Hawai'i Covering Kids collaborates with over 200 federal, state, and community agencies to conduct outreach activities and help Med-QUEST simplify its processes. The project's current goal is to identify and enroll approximately 9,000 uninsured children and youths in low- and moderate-income families who are still eligible.

Hawai'i Covering Kids will facilitate key changes to achieve the following objectives:

1. The number of uninsured children and youths will decrease due to ongoing outreach and enrollment activities;
2. The number of children and youths who get preventive health care will increase given that health insurance will connect each child with a pediatrician;
3. More immigrant and migrant families will know about children's health insurance programs through multilingual flyers;
4. More outreach workers throughout Hawai'i will help families with Medicaid health insurance applications due to community training workshops and annual conferences; and
5. Hawai'i's Medicaid health insurance application and renewal processes will be less complicated through the electronic application, children and pregnant women application video, and simplified letters.

3. State the public purpose and need to be served;

Hawai'i Covering Kids works to identify, enroll, and retain eligible children and youths in free and low-cost health insurance programs. National statistics drive the Hawai'i Covering Kids vision because compared to children who have health insurance, uninsured children are:

- 8 times less likely to have a regular source of health care;
- 5 times more likely to use the emergency room as a regular source of care;
- 4 times more likely to delay seeking care because parents are worried about payment; and
- 2 times more likely not to have a recent physician visit.

Approximately 9,000 children and youths are eligible for QUEST and Medicaid Fee-for-Service programs, however they are not enrolled. Identifying and signing up these kids will improve Hawai'i's social environment because: (1) Many uninsured children and youths don't participate in physical activities due to their parents fear about injury resulting in medical bills they cannot pay; (2) Preventive care is critical to assure kids are healthy and services will not be sought by parents or guardians if they cannot afford them; and (3) Children with health insurance are more likely to attend school.

From a business perspective, these facts are important: (1) Employees whose children have health insurance are more reliable and productive; (2) Kids with health insurance receive preventive health care, thereby avoiding expensive emergency room visits resulting in unpaid medical bills; and (3) We want our children to grow up healthy and become caring competent citizens for Hawai'i's future.

4. Describe the target population to be served; and

Hawai'i Covering Kids targets low-and moderate-income working parents and guardians who struggle financially to provide basic needs for their families. The project particularly focuses on helping children and youths who are Native Hawaiian, immigrants from Southeast Asia and Latin America, Pacific Island migrants, or being raised by grandparents.

5. Describe the geographic coverage.

Hawai'i Covering Kids is a statewide project.

II. 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.

1. Describe the scope of work, tasks and responsibilities;

Hawai'i Covering Kids has five task forces that are open to all interested people and meet regularly to plan and organize the project's activities. They are: 1) Process Simplification Task Force, 2) Evaluation Task Force, 3) Training and Public Education Task Force, 4) Media and Public Information Task Force, and 5) Identification and Outreach Task Force. These task forces will implement the following new activities from July 2008 through June 2009:

1. Reduce the number of uninsured children and youths in Hawai'i.

- Media Outreach Campaign. Combine radio, television, and print advertising in conjunction with national "Cover The Uninsured Week" held annually in April.
- Establish systematic health insurance enrollment for 100% of eligible newborns. Collaborate with organizations that assist pregnant women, newborns at birth, and infants.

- Educate grandparents raising grandchildren. Partner with Carousel of Care, AARP, Catholic Charities Hawai'i, Kōkua Council, and community centers to inform grandparents about applying for Medicaid health insurance for their grandchildren.
 - Coordinate outreach and enrollment for Native Hawaiian children and youths. Continue partnerships with Native Hawaiian Health Care Systems, Queen Liliu'okalani Children's Center, and Alu Like, and expand outreach through Kamehameha Schools and the Native Hawaiian Homestead Association.
 - Employers. Create a business outreach toolkit to distribute through small business organizations, human resource staff, labor unions and associations, and Chambers of Commerce.
 - Conduct outreach initiatives for adolescents. Continue outreach through the Hawai'i High School Athletic Association, athletic directors, trainers, and coaches. Disseminate information through youth clubs, sports associations, Police Activities League, Adult Friends for Youth, and family planning centers.
 - Maintain current outreach initiatives through natural points of contact, such as schools, child care centers, Head Start, WIC, community health centers, pharmacies, and each county's Department of Parks and Recreation.
- 2. Simplify Hawai'i's health insurance enrollment and renewal processes.**
- Implement Phase 2 of the electronic application. Finish programming refinements and field test with community workers who are enthusiastic about new technology and eager to implement the electronic application.
 - Simplify letters sent by Hawai'i's Medicaid health insurance program to its customers. Revise all computer-generated letters, field test draft versions, and work with the state's applications development and maintenance staff to update Hawai'i's Medicaid health insurance program's computer system with new letters.
 - Create a video on completing the children and pregnant women application. Write the script, produce it, and make it available on the Hawai'i Covering Kids web site (www.coveringkids.com).
- 3. Coordinate information on health insurance programs.**
- Annual Conferences. Continue organizing Mālama i nā Keiki (Care for the Children) conferences for statewide outreach workers and Medicaid health insurance program workers focused on networking and skill-building activities.
 - Community training workshops. Conduct workshops for staff from community health centers, public health nursing, community hospitals, Native Hawaiian Health Care Systems, and others. Keep former workshop participants up-to-date with new Medicaid health insurance program's procedures and income guidelines through mailings and email broadcasts.

2. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service;

Activities are ongoing throughout the year based on available funding and task force priorities.

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

The following three indicators are used to evaluate Hawai'i Covering Kids activities:

a. Telephone Hotline Service

Hawai'i Covering Kids contracts with Aloha United Way 211 to handle all telephone calls concerning children's health insurance. It has live operators twenty-four hours a day throughout the

year and contracts with Tele-Interpreters to help callers who do not speak English. They can mail Med-QUEST applications to the caller and/or give details about an outreach worker in the person's geographic area who can assist with the application. Hawai'i Covering Kids receives quarterly reports on the number of calls, caller demographics (gender, age, and who needs health insurance), how the caller heard about children's health insurance, referrals to outreach workers and Med-QUEST offices, and zip codes where applications are mailed.

b. Web Site Data

The Hawai'i Covering Kids web site (www.coveringkids.com) is a valuable resource for agencies and families who need information on children's health insurance. The "Our Community" section explains Hawai'i's children's health insurance programs, income guidelines for QUEST and Medicaid Fee-for-Service, and common questions and answers, and it lists important telephone numbers and community resources. The "Library" section has typable PDF forms, including DHS Med-QUEST Division applications. Hawai'i Covering Kids monitors web site data monthly including successful hits, average hits per day, total number of visitors, unique visitors, average visit length, and number of forms downloaded.

c. DHS Med-QUEST Division Enrollment Data

The ultimate goal is to identify and enroll eligible children and youths in public health insurance; subsequently tracking Med-QUEST's enrollment data monthly is a critical component to determine success.

4. The applicant shall 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.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.

Hawai'i Covering Kids' operating funds from private foundations will soon expire, therefore 2008 is a crucial year for new financial partners to maintain the project's activities. It is requesting \$75,000 to partially cover operating expenses A detailed budget is enclosed.

2. The applicant shall provide its anticipated quarterly funding requirements for the fiscal year 2008-2009:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$18,750	\$18,750	\$18,750	\$18,750	\$75,000

IV. Experience and Capability

A. 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.

Hawai'i Covering Kids accomplishments since 1999 include the following:

Overall

- Decrease of uninsured children and youths in Hawai'i from 7% to 5%.
- Establish a positive public-private partnership with Med-QUEST.
- Collaboration with over 200 federal, state, and community agencies.
- Create a network of 63 outstationed eligibility workers at community health centers and hospitals throughout Hawai'i.

Simplification

- Set up a reliable hotline service through Aloha United Way 211 to provide information about children's health insurance, mail Med-QUEST applications, and refer callers to outstationed eligibility workers.
- Helped Med-QUEST eliminate unnecessary documentation requirements, including social security cards, birth certificates, and citizenship status. Eliminated asset information for children and pregnant women only applications.
- Created simplified applications, including a separate version for children and pregnant women.
- Implemented a passive renewal process for cases with children.
- Initiated an electronic application used by outstationed eligibility workers.
- Made Med-QUEST forms easily available in typable PDF format via the internet (www.coveringkids.com).
- Helped reduce the statewide percentage of Med-QUEST applications denied from 33% to 15% because the applicant did not provide necessary information.

Outreach and Enrollment

- Helped facilitate enrollment of 25,220 children and youth statewide in Med-QUEST's programs: 17,772 in the expansion State Children's Health Insurance Program, 3,523 in regular QUEST, 3,205 in the Immigrant Children's Program, and 720 in regular Medicaid Fee-for-Service.
- Marketed enrollment opportunities through natural points of contact including schools, pharmacies, local agencies, and community events for families that never thought their children were eligible.
- Conducted six major marketing campaigns and sponsored two news conferences.
- Trained and energized a cadre of expert, caring people to help conduct ongoing outreach and enrollment activities.
- Published flyers in twenty languages.

Coordination

- Created and continuously updated a web site on children's health insurance (www.coveringkids.com).

- Sponsored annual Mālama i nā Keiki (Care for the Children) conferences for statewide Med-QUEST eligibility workers, outreach workers, and case managers.
- Helped produce an instructional video on completing Med-QUEST's application.
- Partnered with Med-QUEST to conduct training workshops titled "Enrolling Children and Youth in QUEST and Medicaid" for outreach workers to help families complete Med-QUEST's application and eliminate enrollment barriers. Since November 2003, there have been 45 community training workshops for 528 participants from 87 organizations on 6 islands.
- Collaborated with Med-QUEST to publish and continuously update an eligibility question and answer guide.

B. 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. Also describe how the facilities meet ADA requirements, as applicable.

Hawai'i Covering Kids has one office and a storage closet at the Hawaii Primary Care Association in downtown Honolulu. Facilities are ADA compliant.

V. Personnel: Project Organization and Staffing

A. 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.

One full-time project director administers all activities and collaborates with over 200 federal, state, and community agencies. Hawai'i Covering Kids is guided by a Planning Committee and five task forces that link and coordinate public and private efforts, network effective practices, provide community trainings, organize annual conferences, and provide a forum for the development of promising new enrollment strategies.

Barbara Luksch has been the Hawai'i Covering Kids project director since its inception in June 1999. She is a health educator with expertise in school health (young adolescents), public health (HIV prevention), and developing start-up projects who has lived and worked in the Philippines, Japan, Thailand, Taiwan, and Honolulu. Barbara has master's degrees from the University of Hawai'i at Mānoa in international health and educational administration.

B. 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 organizational chart that illustrates the placement of this request.

Please see attached "HPCA Organization Chart."

VI. Other

A. 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.

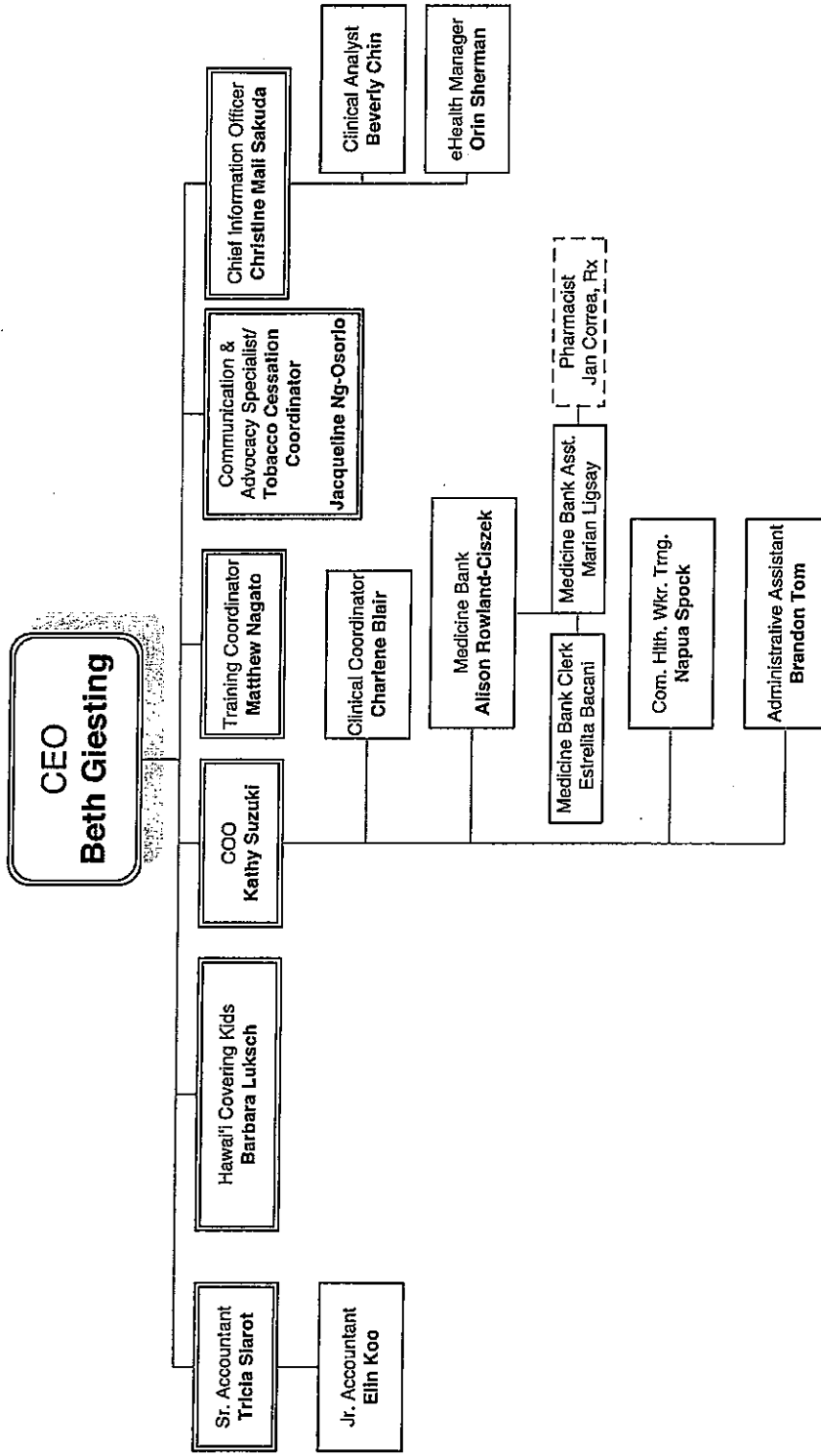
There is no litigation pending against the Hawaii Primary Care Association.

B. Licensure or Accreditation

Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

Not applicable.

HPCA Organization Chart



BUDGET REQUEST BY SOURCE OF FUNDS

(Period: July 1, 2008 to June 30, 2009)

Applicant: Hawaii Primary Care Association

BUDGET CATEGORIES	Total State Funds Requested (a)	Private Foundations (b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	30,000	48,228		
2. Payroll Taxes & Assessments	3,111	5,001		
3. Fringe Benefits	4,389	7,056		
TOTAL PERSONNEL COST	37,500	60,285		
B. OTHER CURRENT EXPENSES				
1. Airfare Interisland/O'ahu Mileage	1,800	3,200		
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space and Parking	7,427	14,532		
5. Staff Training and Meeting Expenses	7,218			
6. Supplies and Postage	2,000			
7. Telecommunication	200	600		
8. Utilities				
9. Professional Development	3,000	2,026		
10. Outreach Workers Conference				
11. Printing and Outreach Materials				
12. Hotline Service (211)				
13. Electronic Application		13,645		
14. Kids Health Insurance Marketing		10,785		
15. Data and Research				
16. Indirect Costs (18.4%) includes general liability insurance, office supplies, photocopier, administrative assistant's time, telephone, and email access	11,655	17,072		
TOTAL OTHER CURRENT EXPENSES	33,300	61,860		
C. EQUIPMENT PURCHASES	4,200			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	75,000	122,145		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	75,000	Barbara Luksch 808-536-8442		
(b) Private Foundations	122,145	Name (Please type or print) Phone		
(c)		01/29/08		
(d)		Signature of Authorized Official Date		
TOTAL REVENUE	197,145	Elizabeth Glesting, Chief Executive Officer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Hawaii Primary Care Association Period: July 1, 2008 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Desktop Computer	1	\$2,800.00	\$ 2,800.00	2800
Monitor	1	\$800.00	\$ 800.00	800
Printer	1	\$600.00	\$ 600.00	600
		\$ -		
		\$ -		
TOTAL:	3		\$ 4,200.00	4,200
JUSTIFICATION/COMMENTS:				
Current desktop computer and monitor are 8.5 years old. Printer is 6 years old.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0
JUSTIFICATION/COMMENTS:				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Hawaii Primary Care Association

Period: July 1, 2008 to June 30, 2009

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ANY OTHER SOURCE OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED		FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2005-2006	FY: 2006-2007	FY: 2007-2008	FY: 2008-2009	FY: 2009-2010	FY: 2010-2011
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	0	0	0	0	0	0
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) 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 or subsidy is awarded;
- (2) Comply 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;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy 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 assuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

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

Hawaii Primary Care Association
(Typed Name of Individual or Organization)


(Signature)

Elizabeth Giesting
(Typed Name)

01/29/08
(Date)

Chief Executive Officer
(Title)