

House District 2

Senate District 1

THE TWENTY-FOURTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: 115-C

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 Department of Health
AND PROGRAM I.D. NO. _____

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Hospice of Hilo

Dbas:

Street Address: 1011 Waiuanue Avenue
Hilo, Hawaii 96720

Mailing Address: same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name BRENDA HO

Title Executive Director

Phone # (808) 969-1733

Fax # (808) 969-4863

e-mail brendah@hospiceofhilo.org

3. TYPE OF BUSINESS ENTITY:

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

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST: For Phase I of the construction of the first Medicare-certified 18-bed in-patient hospice facility to serve the island of Hawaii

(Maximum 300 Characters)

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

6. SSN (IF AN INDIVIDUAL): _____

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 2,000,000

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 \$1,000,000

FEDERAL 0

COUNTY \$300,000

PRIVATE/OTHER \$1,341,600

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

BRENDA HO, EXECUTIVE DIRECTOR
NAME & TITLE

1/30/08
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 mission of Hospice of Hilo is to provide support, comfort and interdisciplinary care to terminally ill and their loved ones, and to provide education and grief support to the community at large.

The administrative offices of Hospice of Hilo, with an adjoining community education center, are located at 1011 Waianuenue Avenue in Hilo, Hawai'i. The organization has been providing programs and services to the community from this location since 1998.

Hospice of Hilo was originally established in 1980 by a group of community leaders, who recognized that the special needs of dying patients and their families were not being adequately met by the conventional medical system. The organization was initially named, *The Patient Enrichment Program* and in 1983, the first Executive Director was hired.

In 1986, the name of the organization was changed to Hospice of Hilo. Medicare certification was granted in 1989. In 1992, in its 10th year of operation, Hospice of Hilo served 47 patients and their families. By 2006, that number had grown to 317 patients, more than a five-fold increase.

In addition to direct patient care, Hospice of Hilo also provides community education on end-of-life issues as well as grief support services to the community. Both of these services are offered free of charge. The community education program offers timely information on such topics as advance healthcare directives, practical issues facing families at the end of life and ways to help others in coping with loss. The bereavement support program offers individual and family counseling as well as grief support groups for widows, parents who have lost a child, and other adults who have suffered a loss. In addition, Hospice of Hilo offers a specialized children's grief support program for children and youth ages 5-17.

Faced with a steady increase in the demand for hospice services, Hospice of Hilo continues to expand its volunteer and professional staff. Today, the organization has over 100 volunteers and employs 26-fulltime and 19-part time professionals.

2. The goals and objectives related to the request;
The goal of this project is to construct the Big Island of Hawai`i's first Medicare-certified 18-bed in-patient hospice facility to serve terminally ill patients who are unable to be cared for in their homes because of the complexity of their disease or because there are no family members available to provide in-home care giving.

3. State the public purpose and need to be served;
Currently, there are **no in-patient hospice facilities operating on any of the Neighbor Islands**. The only such facilities in the state are located on O`ahu.

The public purpose of the hospice in-patient facility will be to **provide compassionate end of life care** that is specifically tailored to meet the unique needs of dying patients who reside on the Big Island of Hawai`i who are unable to be cared for at home.

Most terminally ill patients are cared for in acute-care or extended-care wards of hospitals. Such hospital units are designed to provide medical and nursing care that is curative in nature and which focuses primarily on treating a patient's disease process. The new in-patient hospice facility will focus primarily on palliative care which is the management of pain and symptoms, as well as addressing the emotional and spiritual needs of both the patient and their families.

Substantial cost savings are realized when dying patients are cared for in a hospice in-patient facility as compared to local hospitals. For example, the daily rate for care in a Medicare certified hospice in-patient facility is \$627/day (which includes all costs of medications, treatments, etc.) as compared to \$985/day (room and board only) for care at Hilo Medical Center.

In many cases, terminally ill children must be flown to O`ahu to receive care at Kapi`olani Women and Children's Hospital. The new in-patient facility envisioned in this proposal would provide **a much needed alternative to the current pediatric support system**.

Currently, **terminally ill patients on Hawai`i Island who require in-patient care are relegated to acute-care or extended-care hospital units**. These hospital units provide aggressive curative care

rather than comfort (*palliative*) care needed by patients at the end of life. Moreover, **an in-patient hospice facility would free up much needed bed space in local hospitals.**

4. Describe the target population to be served; and Hawai`i Island's elderly population is growing at a faster rate than any other segment; and the island's overall rate of population growth is the highest in the state. Moreover, **the number of deaths per 10,000 resident population is higher for Hawai`i County than any other county in the state.** These statistics point to a growing dilemma with respect to end-of-life care and illustrate the escalating need for in-patient hospice care.

The target population to be served consists of all terminally ill patients from any area of Hawai`i Island who have life expectancies of 6 months or less and who are unable to be cared for in their homes due to the severity/complexity of their illness or due to the absence of a family caregiver system in the home. Such patients—without regard to place of residence, diagnosis, gender, sexual orientation, national origin, race, creed, disability, age or **ability to pay**—will be accepted on a "first come, first serve" basis.

5. Describe the geographic coverage.
The new hospice in-patient facility will serve the entire Island of Hawai`i.

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;

Hospice of Hilo will work with design professionals and contractors **to design and build the first in-patient Hospice on the Island of Hawai`i.** The 14,140 sq. foot \$12.0 million Hospice Center will include 18 private rooms in a homelike setting and training space to train healthcare professionals as well as students at UH Hilo studying to be healthcare professionals in the best practices in palliative and end of life care.

A professional fundraising consultant has also been retained to work with board and staff to raise the \$12.0 million needed to complete the construction project. Once a grant in aid has been approved for the

project, local and mainland foundations have expressed their interest in helping to fund the project.

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

Project Timeline

Task/Outcome	6/07-12/07	1/08-6/08	7/08-12/08	1/09-6/09	7/09-12/09	1/10-6/10
On-Going Fundraising						
Complete Design Phase						
Planning and Permitting						
Site Prep						
Construction Phase						
Grand Opening						6/10

- 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

Evaluation of Construction Project

Hospice of Hilo has recently retained the services of a licensed architect and will go through a bid process to select a licensed contractor. In addition, a construction project manager may be hired to oversee construction and to report progress of the project to the Hospice of Hilo Board of Directors.

Evaluation of Programs in New Facility

Hospice of Hilo is a Medicare certified organization. The new facility will be Medicare-certified also. As such, the services in the new facility will be subject to the adherence to all of the Medicare conditions of participation which establish standards for administration and patient care. The new facility will be subject to unannounced on-site evaluations by Medicare and the Hawai`i State Department of Health monitors. The current programs have passed all evaluations.

Hospice of Hilo is a member of the National Hospice and Palliative Care Organization and operates in accordance with national standards. We have a quality assurance committee comprised of staff and board members which meets monthly to review compliance with overall operations and standards and devise solutions as problems arise.

Hospice of Hilo is a member agency in good standing of the Hawai`i Island United Way. As such we must establish measurable program

outcomes, undergo a biennial review by a citizens' review panel and submit semi-annual performance evaluations.

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.

Hospice of Hilo is required by several foundations to provide detailed reports regarding the expenditures of grants that are approved. Hospice of Hilo is committed to providing these same reports along with a financial audit to the expending agency to ensure that the grant in aid is spent for the purpose set forth in this application. The completion of the construction of a new Hospice in-patient facility and the opening of the facility for the community will serve as the final benchmark to measure the effectiveness of this request.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
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
\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000

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.

In 1998, Hospice of Hilo successfully completed a \$2.3 million capital campaign to construct its current administration and education center.

A 15-member board of directors representing community leaders governs Hospice of Hilo. Jim Nakagawa, who has over 20 years of experience in construction related banking, currently serves as the Board Chair. Mr. Nakagawa was actively involved in the 1998 construction project.

Sidney Fuke, a professional planner and a current member of the Board of Directors was also involved in the last construction project and is a member of the Ad Hoc Committee for this campaign. His broad experience in the areas of planning, construction and fund development will be an important asset to the current project.

The Executive Director is Brenda Ho, RN, MS. She holds an RN degree and a Master's degree in Nursing Administration. Currently, she serves as the Vice President of the Hawaiian Islands Hospice Organization which includes all 7 of the hospice organizations in the state. She was extensively involved in the initial capital campaign and building project and brings a depth of experience to the current in-patient facility construction project.

Ron Hart, PhD, Hospice of Hilo's Director of Development and Public Relations also served on the Hospice of Hilo staff during the previous campaign.

Hospice of Hilo's Medical Director, Dr. Alice Adee, and Associate Medical Director, Dr. Lynda Dolan, are both licensed physicians. Dr. Adee has served as Medical Director of Hospice of Hilo since 1997, while Dr. Dolan has served as Associate Medical Director since 1999. both have extensive experience in end-of-life and palliative care. Dr. Adee and Dr. Dolan are both certified by the American Board of Hospice and Palliative Medicine.

Nine of Hospice of Hilo's registered nurses have earned certification from the National Hospice and Palliative Care Organization. In addition, as part of our continuous quality improvement program, a Central Pathways Committee of board and staff members meets monthly to review any exceptions to our standards of care and to devise systemic solutions. This emphasis on quality care will also be replicated in the new in-patient facility.

Hospice of Hilo currently has contracts with Hilo Medical Center and Hale Anuenue Restorative Health Center to provide hospice services to

terminally ill patients residing within these institutions. The services provided within these institutions will be provided in the new in-patient Hospice facility. The new facility will also free up much needed bed space at Hilo Medical Center.

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.

Current Facilities

Hospice of Hilo owns a 4,000 square foot administrative center and a 1,500 sq. ft. community education center located on 1.75 acres of land leased from the Department of Land and Natural Resources. These buildings are located at 1011 Waiianuenue Avenue in Hilo, Hawai'i. The lease runs until 2063.

The current administrative center houses our administrative and clinical staff and includes a reception area, a conference room, a staff lounge, a counseling room, a central equipment/copy room, a supply room, 9 closed-door rooms and one large clinical staff room with 12 work stations. All staff members are connected to a central computer network. There is on-site parking space for 40 vehicles.

The community education building has the capacity to accommodate 99 people. This building is used steadily for (1) training hospice volunteers, (2) community lectures on end-of-life topics such as Advance Healthcare Directives, (3) memorial services, (4) funerals, (5) adult and children's bereavement support group meetings, (6) bulk mailing of our quarterly newsletter, (7) staff meetings, (8) physician education programs, and (9) meetings with other non-profit organizations.

Both of these buildings comply with ADA requirements.

Proposed New In-Patient Facility

The new \$12.0 million, 14,140 square foot in-patient facility will allow Hospice of Hilo to provide in-patient care to terminally ill patients in addition to the home-care we currently provide.

The new home-like hospice center, surrounded by attractively landscaped grounds will be located on land at Mohouli and Kapiolani Streets that Hospice of Hilo will lease from the Department of Land and Natural Resources. The new facility will be in close proximity to the

proposed UH Hilo College of Pharmacy and the UH Hilo Nursing Program

The new center will be a model for quality, compassionate care for residents of the Big Island of Hawai'i who are facing a life-limiting illness or injury. The center will house a team-oriented staff that will provide expert medical care, pain management, and emotional and spiritual support expressly tailored to the patient's needs and wishes.

Support will also be available for the patient's loved ones as well.

The focus of this new Center will rely on the belief that each of us has the right to die pain-free and with dignity, and that our loved ones will receive the necessary support to allow us to do so.

The new Center will be built to accommodate an initial 12 patient rooms with the space to "build out" up to an additional 6 rooms to accommodate the anticipated need for future growth.

Areas that encourage socialization and enhance the homelike ambience of the center will include:

- ❖ A living room and other common areas
- ❖ A dining room and kitchen
- ❖ A meditation room

In addition, offices and meeting rooms for use by the Medical Director, Spiritual Counselor and other members of the professional staff will also be included. Hospice of Hilo is well known in the community for its excellence in palliative care. Outpatient palliative care consultation services will be provided in a designated examination room within the new facility.

In addition to direct patient care, a training center will be designed as part of the project to serve as an educational venue for the public and for professionals interested in pursuing education and/or careers in end of life care.

A total of 18 private suites will be designed as part of the project. Each suite will be designed with a high priority given to the comfort and ease of patients and their families. Each suite will include a sleeping and sitting area for the patient, an ample closet, television, a sleeping area for a visiting family member and a private bath specially designed to accommodate the needs of the patient.

Healthcare fixtures, oxygen lines and other equipment will be concealed in cabinets and walls. Suites will be designed with provisions for individual temperature, noise and air quality control.

Each patient area will have direct access to an outside lanai. A family lounge, with facilities for food preparation will also be a component of the new center. A personal care area that includes a hoist that will allow supine patients to be safely lowered into a full-body bathing tub for a soothing warm bath will also be a design feature.

The entire facility will be 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.

Responsibility for the day-to day operations of the new in-patient facility will be lie with the organization's Executive Director, Brenda Ho. She will oversee a staff that includes a full time Medical Director, a Director of In-Patient Operations (DIPO) who will be an experienced nurse administrator. The DIPO will supervise all clinical staff including registered nurses, social workers and a spiritual counselor. Nursing care will be provided by RN Case managers who will be specially trained in hospice and palliative care.

The ratio of nurses to patients will be one nurse for each six patients. The clinical staff will also include Medical Social Workers who will be responsible for providing psycho-social and practical support to patients and their family members. A spiritual counselor will be available to address the spiritual needs of patients and families as needed. These clinical personnel will meet as an Interdisciplinary Team (IDT) on a weekly basis to review patient care needs and update plans for care. Clinical staff members will receive on-going training, both by attending professional conferences and by participating in inter-active audio and web-based trainings. Specially trained hospice volunteers will also be available to provide practical and psycho-social support.

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.

See Attachment (Current Home Care Program Organization Chart)

See Attachment (In-Patient Program 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. **(Not Applicable)**

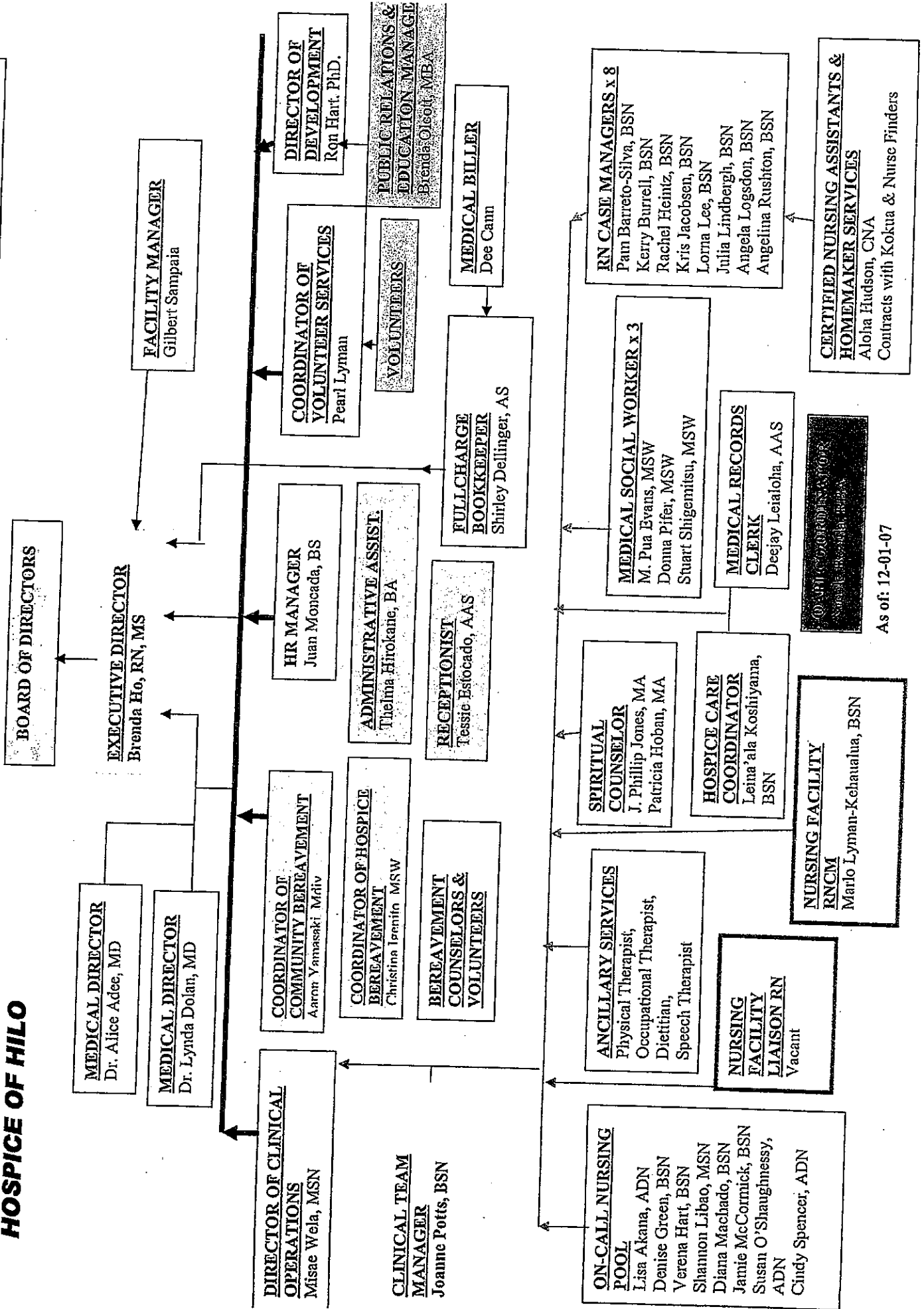
B. Licensure or Accreditation

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

Hospice of Hilo is Medicare certified and in good standing regarding all Medicare conditions of participation.

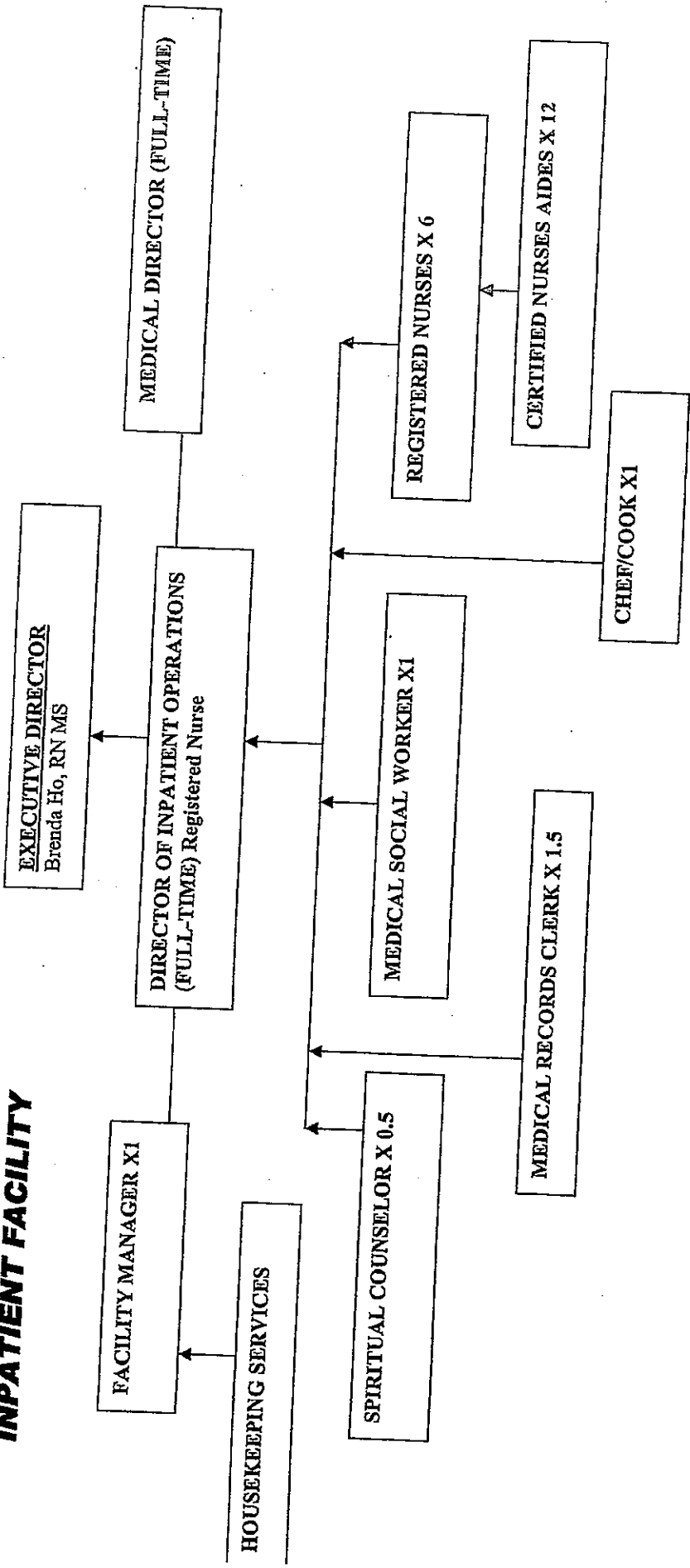
HOSPICE OF HILO

Arrows = accountable to



As of: 12-01-07

INPATIENT FACILITY



BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2008 to June 30, 2009)

Applicant: Hospice of Hilo

BUDGET CATEGORIES	Total State Funds Requested (a)	Private Funding (b)	Other Gov't (c)	Agency Funds (d)
A. PERSONNEL COST				
1. Salaries	0	0	0	0
2. Payroll Taxes & Assessments	0	0	0	0
3. Fringe Benefits	0	0	0	0
TOTAL PERSONNEL COST	0	0	0	0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	0	0	0
2. Insurance	0	0	0	0
3. Lease/Rental of Equipment	0	0	0	0
4. Lease/Rental of Space	0	0	0	0
5. Staff Training	0	0	0	0
6. Supplies	0	0	0	0
7. Telecommunication	0	0	0	0
8. Utilities	0	0	0	0
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0	0	0	0
C. EQUIPMENT PURCHASES	0	0	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	2,000,000	7,000,000	2,000,000	1,000,000
TOTAL (A+B+C+D+E)	12,000,000			
SOURCES OF FUNDING		Budget Prepared By: Brenda Ho (808) 969-1733		
(a) Total State Funds Requested	2,000,000	Name (Please type or print) _____ Phone _____		
(b) Private Funding Sources	7,000,000	Signature of Authorized Official _____ Date Jan. 12, 2008		
(c) Other Government Funds	2,000,000			
(d) Agency Funds	1,000,000			
TOTAL REVENUE	12,000,000	Brenda Ho, Executive Director Name and Title (Please type or print)		

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Hospice of Hilo

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	0	500000	0	0	0	0
LAND ACQUISITION	0	0	0	0	0	0
DESIGN	0	500000	0	0	0	0
CONSTRUCTION	0	641600	1000000	2000000	0	0
EQUIPMENT	0	0	0	0	0	0
TOTAL:		1641600	1,000,000	2000000	0	0
JUSTIFICATION: The remaining funds will be raised through a capital campaign. The \$2,000,000 grant in aid will serve as a catalyst to raise the remainder from foundations, corporations, individuals and federal funding sources.						

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED 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:

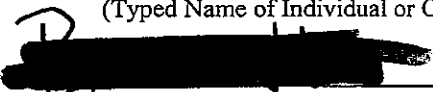
- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

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.

Hospice of Hilo
(Typed Name of Individual or Organization)


(Signature)

1/27/08
(Date)

Brenda Ho
(Typed Name)

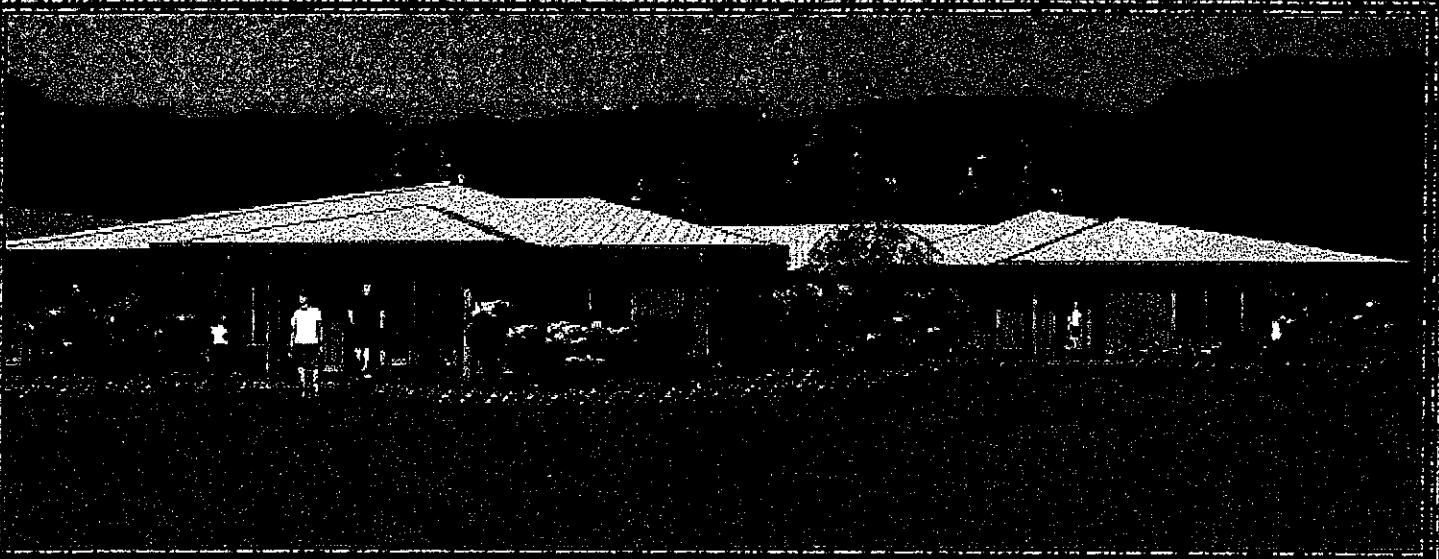
Executive Director
(Title)

Original

Hospice of Hilo

2008

*Grant in Aid
Application*



January 2008