

House District 13

Senate District 6

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

Log No: 173-0

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):

STATE PROGRAM I.D. NO. (LEAVE BLANK IF UNKNOWN):

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:
Maui County Area Health Education Center
Dbn:

Street Address: Meyers Building #7 Hio Place,
Kaunakakai, HI 96748
Mailing Address: P.O. Box 399, Kaunakakai, HI 96748

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name ROSIE F. DAVIS

Title Executive Director

Phone # 808-553-3623

Fax # 808-553-8277

e-mail rosiedavis777@yahoo.com

3. TYPE OF BUSINESS ENTITY:

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

- 4. FEDERAL TAX ID #: [REDACTED]
- 5. STATE TAX ID #: [REDACTED]
- 6. SSN (IF AN INDIVIDUAL): [REDACTED]

7. Descriptive title of applicant's request:
YOUTH AND COMMUNITY BASED EDUCATIONAL
PROGRAMS FOR STUDENTS
(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$58,957

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 \$ _____
 FEDERAL \$ 25,000
 COUNTY \$ _____
 PRIVATE/OTHER \$ 80,000

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED SIGNATURE]
AUTHORIZED SIGNATURE

ROSIE F. DAVIS EXECUTIVE DIRECTOR
NAME & TITLE

1/28/2008
DATE SIGNED

I. Background Summary

Huli Au Ola, Maui County Area Health Education Center began its journey in later part of 2003, and in November of 2005, we received our non-profit status. We have six programs. We have 5 Board members from Hana, Maui and Molokai.

Our goals:

- (1) Continue to develop health care career educational information opportunities for youth, to educate these students and;
- (2) Continue to provide guidance counseling, public speaking and presentation training to students, and;
- (3) Continue to identify, recruit and provide mentorship's to elementary students to participate in the proposed project, and:
- (4) Continue to provide internships in the local health facilities dedicated to linking students to health career opportunities, including medical resources

Objectives – To continue in providing the education and awareness of health care careers, and healthy lifestyles in the schools, by continuing to assist the teachers in the school system, by providing hands on teaching, presentations by health care professionals, and local health care professionals, informational classes, and community presentations.

Our public purpose and the need to be served – To promote in providing an opportunity to a local pool of students from the health care industry, and from the underserved and rural areas opportunity to remain in the State of Hawaii.

The location of the identified communities is located in Maui County, on the islands of Molokai and Lanai and the community of Hana, Maui. These areas and islands have been federally designated as underserved rural areas that have shortages of health care providers (Health Professional Shortage Areas [HPSA]). The general population is 20% in the State of Hawaii of Native Hawaiians, and only 4% are physicians.

Our target population is students ages K-12, and ages 18 years and older are provided the opportunity to college courses, internships at local health care facilities, and medical rotations to off-island health care careers students.

Our geographic area – We are located on Molokai and serve all of Maui County, we have been providing services to Molokai, Hana, Maui and Lanai.

Our mission is to “ Serve the underserved in rural areas and to enhance the access of quality health care by improving the supply and distribution of health care professional through community and academic educational partnerships”.

II Service Summary and Outcome

1.) Scope of Work, Tasks and responsibilities:

- 1.) Identify – The task is to identify students who are interested in health care careers, the responsibility is to provide the preparation skills; and
- 2.) Prepare – The task is to prepare them for their choice of health care career, the responsibility is to provide the necessary tools; and
- 3.) Coordinate – The task is to coordinate the tools, presenters and programs, the responsibility is to educate these students and;
- 4.) Schedule – The task is to schedule the presenters and schools to the appropriate presentations, the responsibility to provide activities and;
- 5.) Implement – The task is to implement these activities, and the responsibility is to provide a continuum of services and;
- 6.) Maintain – The task is to maintain these programs for students, the responsibility is to provide continue the services to these students, and;
- 7.) Monitor – The task is to monitor the quality of services being provided, the responsibility is have the students, partners, schools and community evaluate our programs, and
- 8.) Evaluate – The task of being evaluate by our partners to provide all of the above, and the responsibility to enhance services, and /or make changes to any of our programs.

2.) Timelines and Outcomes:

<u>Outputs</u>	<u>Students to be Served</u>	<u>Timelines 2008</u>
1. # of programs provided to students in class	300	2 1/08 to 12/08
2. # of programs provided in sexual assault	100	1 1/08 to 12/08
3. # of summer programs to youth, & students	25	1 7/08 to 7/08
4. # of Junior Leaders program to be provided	25	1 1/08 to 12/08
5. # of medical rotations to students	5	1 1/08 to 12/08

Outcomes

Measurable Outcome #1. 95% of program(s) student participation, during school hours, in a classroom environment
95% of student served

- Measurable Outcome #2. 95% of sexual assault program will succeed; we are the only agency providing this service on Molokai
95% of victims/survivors served
- Measurable Outcome #3. 95% of the summer program will be provided to youth & students
85% of youth & students served
- Measurable Outcome #4. 90% of the program for Junior Leaders
85% of the participants will be served
- Measurable Outcome #5. 90% of the medical rotation program will be provided to medical students
85% of the medical rotation students will be served

3.) Monitor/Evaluation

To monitor the progress of these programs Huli Au Ola, Maui County Area Health Education Center meets on a regular basis to generate a reliable source of progressive feedback from pre-test, post-test, interviews and questionnaires through participating partners and individuals. The evaluation of all the material is collected and discussed for enhancement of programs. To maintain the quality of service we require each student to fill out an evaluation sheet, to give us feedback. In the schools we assist, we meet with the teachers and principles to provide us with insight on how the students are progressing. The evaluation of all the material is collected and discussed for enhancement of programs.

4.) Measure of effectiveness

The improvement of our services continues to grow with the feedback from the students, schools and partners. We have enhanced our programs to meet the needs of the targeted community. On the health care professional measures we continue to have trainings provided by Dr. Kelly Withy (UH Manoa), Dr. Kalani Brady (Native Hawaiian Healthcare), William Akutagawa (Director Na Pu'uwai), and other professional in the area of health care career education and awareness. Please see matrix below, tables are included to measure the effectiveness of the program provided by this Huli Au Ola, Maui County Area Health Education Center. The process of accessing these students, identifying their individual needs, and further assisting them to make a positive choice of a career a health care career.

Activities	Outputs	Outcomes	Evaluation
1. a. To continue all seven (7) programs through educational programs and collaboration with partners	a. To continue the development of the health care career industry in Maui County. b. By providing a comprehensive package of choices to students. c. Continue the stability of the seven (7) programs and sites	a. To enhance the interaction with students and health care professionals. b. Development of new activities promoting interested students in health. c. Continue to train and educate staff to provide and enhance programs	a. Continue the pre-test b. continue the post-test c. evaluation from teachers d. evaluation from participants e. Meet with partners f. Compare check list g. evaluate feedback h. implement changes were needed. I. continue to improve services were needed

III. Financial

(Please see attached)

IV. Experience and Capability

A. Necessary Skills and Experience

Huli Au Ola, Maui County Area Health Education Center has accumulated 4 years of proven ability in providing health care career education, recruitment and healthy lifestyles to students in the underserved communities in Maui County.

The Molokai Emergency Crisis Response program has been proven effective to the community of Molokai. VOCA continues to fund this program and supports our endeavors in seeking funding. We are the only program to offer 24 hour 7 day a week, crisis hotline and response services to the island of Molokai.

Below is a list of experience and projects pertaining to this request.

List of Projects:

Since July 2004, we offer a Summer Program (Oihana Ola Kino), to students 14-18, from all areas of Maui County. We offer this residential program of 11 days, during the summer break. We bring in health professionals such as Dr. Kalani Brady, Dr. Ramona Wong, Social Workers, Dentists, Chiropractors, Radiologists, Health Attorneys, Graphic artists, clerical, and administrative level positions in health. The admission criteria are as follows:

- a.) Must be a resident of Maui County
- b.) Must fill out the entire application, with two reference letters
- c.) Must have a 2.0 average

We have had students from Hana and Maui come to Molokai to participate in this program. The commitment of the health care career presenter is to address topics in a grass root level. Our presenters share their reasons of their choice of a health career and disclose about their hardships and rewards of being in health. During the summer program there is a syllabus and the students receive one college credit. We also provide cultural activities and history of Molokai. We also identify to the students of the choice to remain in Hawaii, and to target the geographic areas they see with many health disparities and the need to service these areas.

In August 2004, we began the year around Junior Leaders program; these students are graduates from the Summer Leadership Program.

The admission criteria are as follows:

- a.) Must be a graduate of the Summer Leadership Program
- b.) Must be interested in health careers
- c.) Must commit to attending every week

These students are provided with year around health activities, facilitation skills, presenter skills, resources for college, and guidance in preparation to attend college. They are offered internships at our local health care facilities.

In September 2004 to present, we began work with the Molokai High School health core class, to provide health career education and presentations to the student's 9-12 grades. To provide topics every week for the entire school year, and schedule hands-on activities, presenters, and opportunities in health care careers. As of January 2008, we have been asked to participate in two health classes, Health Core and the Health Career Pathways.

In January 2005 to present, we began providing health career presentations and healthy lifestyles for children K-6 grade, in after school programs and during classroom time. We provide interactive activities that promote healthy lifestyles, and health career exposure. We provide this program every week throughout the school year.

In June 2005 to present, we were sub-contracted out to provide education capacity building, prevention initiation use among young people, eliminating non-smokers exposure to second hand smoke, and promoting quitting among young people in the Tobacco Coalition, for Molokai.

Since 2005 to present, we have offered the opportunity to off-island medical students to do there rotations on Molokai. We provide the location, and the medical staff for the rotations.

In January 2005 to present, we received a call from Child & Family Service to seek a small grant from VOCA to assist Molokai with the sexual assault crisis on Molokai. In May 2007, we began the work of the Molokai sexual assault emergency crisis response program. With minimal funding we provide a 24 hour 7 day a week hotline, coordination of treatment services for victims and survivors, prevention and education trainings with Dr. Kimo Alameda, Dr. Darryl Salvador, and Dr. Jill Olivera to assist in "breaking the silence" on Molokai, that it is ok to report the sexual assault and to talk about it.

B. Facilities

We are conveniently located in the town of Kaunakakai, on the island of Molokai. The facility resides in a 9 room complex, with disabled accessibility bathrooms, and access. We are in the Meyers building, room # 7. Huli Au Ola, AHEC has the necessary insurance coverage required by law, and meets all the health and safety codes standards of the State of Hawaii

V. Personnel: Project Organization and Staffing

A. Proposed staffing and Staff Qualifications

1. Executive Director

Proposed Staffing: This position requires a minimum of a high school diploma or equivalent, formal education and/or experience in managing personnel and financing. An individual must show:

- a.) Ability to create and use systems for tracking client services, including statistical analysis of service delivery
- b.) Must have a clear understanding of the career recruitment
- c.) Ability to work with people from diverse cultural backgrounds

Qualifications: The present director has twenty (20) years experience in non-profit organizational management, and as a of director non-profits agencies, staff management, budget development, creating and developing career recruitment programs, grant writing, fiscal management; collaboration with funding resources private and non-profit operations. Director oversees all operations of this organization. The Director coordinates the Summer Program.

2. Administrative Officer

Proposed staff: This position requires a minimum of a high school diploma or equivalent, formal education and/or experience in clerical and organizational skills. An individual must show:

- a.) Ability to assist the Executive Director
- b.) Knowledge and understanding of student career recruitment
- c.) Ability to work as a team

Qualifications: Presently the Administrative Officer has a BA in Human Resource Development, four (4) years of bookkeeping, clerical and organizational skills. The officer oversees all staff and provides assistance to all students programs. The administrative officer coordinates the

Molokai High school project throughout the year, and works very closely with the school to coordinate all presenters and topics. The administrative officer comes with eight (8) years of working with high risk youth.

3. Program Coordinator/Facilitator I

Proposed staff: To qualify for this position an individual requires a minimum of a high school diploma, or equivalent, at least one year experience in creating and developing student program Experience must include group facilitation skills, working with cultural diversified groups.

Qualifications: Presently this coordinator has an Educational Assistant certificate plus five (5) years experience working in a school environment with students. The management of programs, group facilitation skills, and working with cultural diversity groups is also required. This individual must be able to coordinate programs, scheduling of presenters, activity preparation for students, and have written and communication skills.

4. Sexual Assault Emergency Crisis Coordinator/Facilitator II

This coordinator has certification in the 25 hours Domestic Violence/Sexual Assault training, plus eight years of experience (8) group facilitation. This coordinator provides prevention and education in the school system, and provides resources for students. The coordinator provides 24 hour, seven days week coverage for victims of abuse.

5. Fiscal Officer

Proposed: This position requires a BA in accounting, or equivalent 2 years experience in bookkeeping. Must be able to do maintain financial records, and must be knowledgeable in all areas of payroll, taxes, and non-profit organizations.

Qualifications: The present staff has a BBA in accounting and 10 years experience in a hospital administrative sector, and 5 years in the non-profit sector in assisting organizations in the areas of non-profit management,

Supervision and Training

Huli Au Ola, AHEC provides supervision and training for all staff members. For the past four (4) years Huli Au Ola ahs provided training in-house or by outside resources. Huli Au Ola proposes to provide training to staff in the following, but limited to these areas.

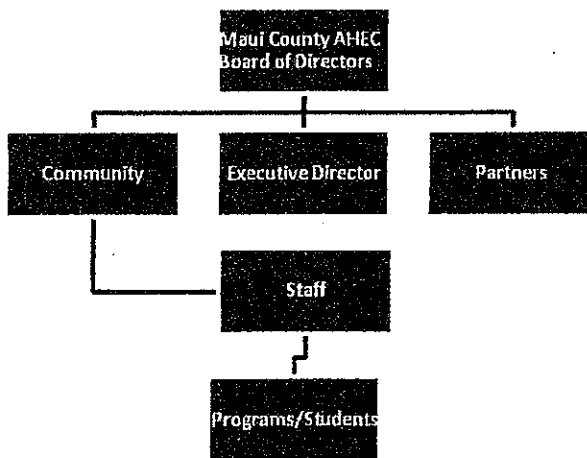
- 1.) Agency and mission philosophy
- 2.) Assessment and Interviews – Skill building

- 3.) Group dynamics and effective facilitation techniques, including facilitation skill enhancement
- 4.) Health Career development training
- 5.) Career recruitment skills
- 5.) Information on all current state laws, law enforcement, prosecution and policing regarding sexual assault victims
- 6.) Crisis intervention, safety protocols, referrals, and all policy and procedures related to operation of a safe, accountable program
- 7.) Update on all laws for employees in the work place

Huli au Ola, AHEC is committed to improving staff development through on-going specialized training that targets skill building in but not limited to:

- 1.) Communication
- 2.) Work Ethics and Individual Accountability
- 3.) Team building
- 4.) Problem solving and Critical thinking
- 5.) Leadership Skills

B. Organization Chart



VI. Other

A. Litigation

None

B. Licenses or Accreditations

None

BUDGET REQUEST BY SOURCE OF FUNDS

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

Applicant: Huli Au Ola, Maui County Area Health Education Center AHEC

BUDGET CATEGORIES	Total State Funds Requested (a)	VOCA (b)	Na Pu'uwai (c)	Hawaii Pacific Basin (d)
A. PERSONNEL COST				
1. Salaries	46,050	16,678	7,800	54,603
2. Payroll Taxes & Assessments	5,580	1,505	900	6,718
3. Fringe Benefits	3,027	667	0	1,009
TOTAL PERSONNEL COST	54,657	18,850	8,700	62,330
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island		500		1,300
2. Insurance	800			1,800
3. Lease/Rental of Equipment				470
4. Lease/Rental of Space	3,000	850	700	1,450
5. Staff Training		400		500
6. Supplies	500	300		400
7. Telecommunication		1,400	300	400
8. Utilities		450	300	950
9 Sub-Contract		2,250		400
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	4,300	6,150	1,300	7,670
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	58,957	25,000	10,000	70,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	58,957	Rosie F. Davis		
(b) AHEC	70,000	Name (Please type or print)		Phone
(c) VOCA	25,000	Signature of Authorized Official		Date
(d) Na Pu'uwai	10,000	Executive Director		
TOTAL REVENUE	163,957	Name and Title (Please type or print)		

**BUDGET JUSTIFICATION
PERSONNEL - SALARIES AND WAGES**

Applicant: Huli Au Ola Maui County Area Health Education Center

Period: July 1, 2008 to June 30, 2009

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME BUDGETED TO REQUEST B	TOTAL SALARY BUDGETED IN REQUEST A x B
Executive Director	1	\$48,000.00	35.00%	\$ 16,800.00
Fiscal Officer	0.25	\$12,000.00	25.00%	\$ 3,000.00
Administrative Officer	1	\$28,000.00	35.00%	\$ 9,800.00
Program Coordinator	1	\$23,500.00	35.00%	\$ 8,225.00
Crisis Worker	1	\$23,500.00	35.00%	\$ 8,225.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				\$ 46,050.00

JUSTIFICATION/COMMENTS:

Supplemental funds are requested to support salaries for operation of program

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Huli Au Ola, Maui County AHEC

Period: July 1, 2008 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
		\$	-	
		\$	-	
		\$	-	
		\$	-	
		\$	-	
TOTAL:				
JUSTIFICATION/COMMENTS:				
Not requesting funds for equipment				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
		\$	-	
		\$	-	
		\$	-	
		\$	-	
		\$	-	
TOTAL:				
JUSTIFICATION/COMMENTS:				
Not requesting funds for Motor Vehicle				

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Huli Au Ola, Maui County Area Health Center

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:						
JUSTIFICATION/COMMENTS:						
Not requesting funds						

**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.

Huli Au Ola, Maui County Area Health Education Center (AHEC)
(Typed Name of Individual or Organization)



(Signature)

January 28, 2008
(Date)

Rosie F. Davis
(Typed Name)

Executive Director
(Title)

