

House District 27

Senate District 13

THE TWENTY-SEVENTH LEGISLATURE
APPLICATION FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

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

Legacy of Life Hawai'i

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

DEPARTMENT OF HEALTH

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Hawaii Organ Procurement Organization

Db/a: **Legacy of Life Hawai'i**

Street Address:

405 N. Kuakini Street, Suite 810, Honolulu, HI 96817

Mailing Address:

405 N. Kuakini Street, Suite 810, Honolulu, HI 96817

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name DR. STEPHEN KULA

Title President and CEO

Phone # (808) 599-7630

Fax # (808) 599-7631

e-mail skula@legacyoflifehawaii.org

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

4. FEDERAL TAX ID # [REDACTED]

5. STATE TAX ID # [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 750,000

8. 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 \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0

STEPHEN A. KULA, PHD, NHA, PRESIDENT & CEO
NAME & TITLE

JAN. 31, 2014
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 Legacy of Life Hawai'i (LLH) is to save and enhance lives by recovering organs and tissue for transplant; encourage organ and tissue donation through community outreach and education; and honour and support organ/tissue donors and their families. **LLH is the only federally designated, nonprofit charitable organization authorized to recover organs and tissue for transplant in the State of Hawai'i.** Founded in 1987, LLH serves a critical role in saving and restoring lives through organ and tissue donation and transplantation, as well as providing organs and tissue for research to advance medical science. LLH conducts public and professional educational outreach to encourage organ and tissue donation, and offers ongoing counseling support to donor families. LLH works closely with our island hospitals to cultivate an understanding in our diverse communities that life is worth giving.

In 1992, Legacy of Life Hawai'i began recovering tissue as well as organs from designated donors to meet the growing need for life-enhancing tissue in the community. In 2012 LLH established the Tissue Procurement and Organ Perfusion department as a separate program from the Organ Procurement department and expanded its staff to include more clinical technicians.

Since 2011 LLH has reported a 53 percent growth in tissue recovery. (See Figure 1 which illustrates the growth of tissue recovery since 2000.) This has resulted in more lives saved and restored in Hawai'i through recovered tissue used to treat cardiovascular disease, enable eyesight, and treat bone defects, fractures and burns, etc. To accommodate this growth and maximize its potential for the State of Hawai'i, LLH is seeking to expand its office space and strengthen its Tissue program through new partnerships with tissue processors and acquiring new accreditations, such as the American Association of Tissue Banks (AATB).

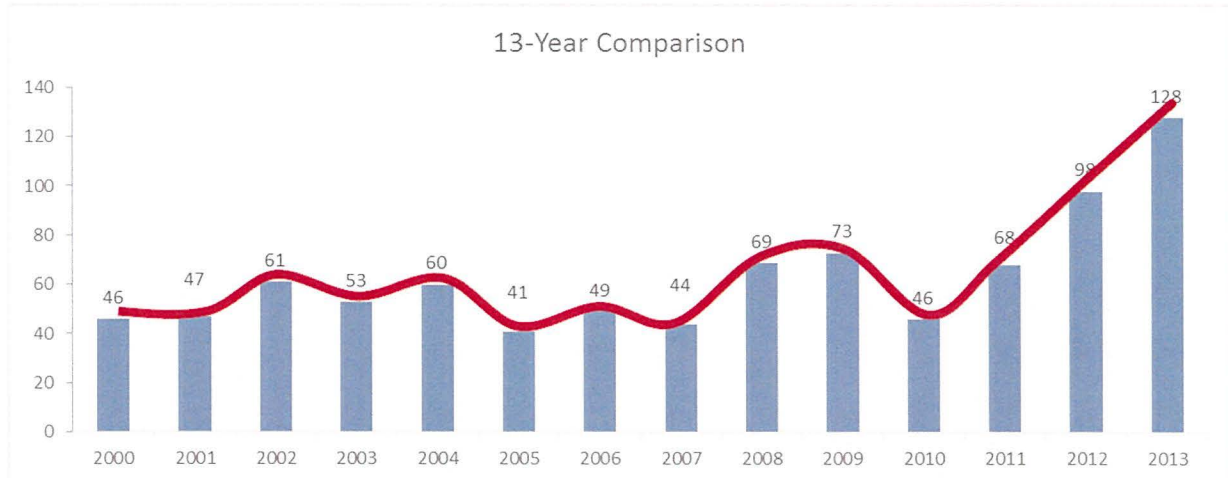


Figure 1: Comparison of LLH Tissue Procurement since 2000

2. The goals and objectives related to the request;

The goal of the proposed effort is to enable LLH to meet the growing demands for organ and tissue recovery and transplant in Hawai'i by expanding and enhancing its current office space to include an additional 2,200 square feet. Currently LLH owns and occupies 50 percent (6,089 square feet) of the eighth floor of Kuakini Physician Tower on the Kuakini Medical Center campus in Honolulu. Based on the increasing demand for organs and tissue both nationally and in Hawai'i, LLH anticipates a need over the next five years to increase its current staff of 28 by an additional 3 – 4 FTE to accommodate this demand and its growing Tissue Program. LLH's current suite of office space is at capacity and there is no space to accommodate future growth.

To meet the growing demands of its Tissue Program and the organ and tissue procurement industry, LLH is seeking to acquire an additional 20 percent (2,400 sq. ft.) of the eighth floor office-suite space to accomplish the following objectives.

1. To ensure the sterility and manufacturers' optimal recommended storage conditions for medical supplies necessary for recovering and maintaining organs and tissue in an uncompromised state, LLH will utilize 800 sq.ft. of the space for much-needed quarantine storage space for medical supplies.
2. To mitigate exposure to information security threats and vulnerabilities and ensure best practices in cyber security and protection of donors' personally identifiable information, LLH will dedicate 200 sq.ft. to house a secure Information and Communication Technology (ICT) room, and an additional 200 sq.ft. for office space for LLH Information Technology (IT) staff
3. To maintain accreditation standards and best practices of the organ and tissue procurement industry, an additional 1,200 sq.ft. will be used to build

a conference room and training and office space to accommodate future staff.

3. The public purpose and need to be served;

The US Health Resources and Services Administration (HRSA) estimates that the need for organs and tissue is growing almost twice as fast as the supply. This holds true for Hawai'i. According to the Organ Procurement and Transplantation Network (OPTN), there are 20,000 people nationally, 440 in Hawai'i, who are on the waiting list for a life-saving organ (as of Jan. 17, 2014). Last year at this time that number was 116,524 and 372 respectively.

Asians, Pacific Islanders, Hispanics, and African Americans are especially at risk for end-stage organ failure and diabetes. These racial groups comprise 60 percent of Hawai'i's population. (OPTN and US Census Bureau data) Asians are more than twice as likely overall to reach end-stage organ failure. (OPTN)

Thousands more are in need of tissue and cornea transplants to restore their mobility and sight. More than one million tissue transplants are performed each year, and the surgical need for tissue continues to rise.

Each year, lifesaving and life-enhancing tissue is provided by about 30,000 tissue donors nationally. The surgical need for tissue has been steadily rising. More than 46,000 corneas, including more than 130 in Hawai'i, were transplanted in 2012 and more than one million tissue transplants are done each year. (Donate Life America). Recovered tissue is used to treat bone defects including cancers, burns, sports injuries, and congenital anomalies, and to treat cardiovascular disease and blindness.

It is not just a lack of designated donors that accounts for the shortage in organ donation, but to the rarity with which the opportunity to donate organs presents itself. Less than one percent of deaths qualify for organ donation. But many donors who may not qualify for organ donation are able to give life-restorative tissue, such as corneas, bone and skin.

One tissue donor can help more than 50 people who are in need of tissue for abdominal repairs, burn dressings, bone to repair fractures and prevent amputation, heart valves and veins for cardiac bypass surgery, and corneas to end blindness, etc.

4. Describe the target population to be served; and

LLH's expanded Tissue Procurement and Organ Perfusion program enhances the ability of Legacy of Life Hawai'i to better support the organ and tissue needs of patients in the state of Hawai'i and on the mainland if a match cannot be made for a patient here in Hawai'i. Life-enhancing tissues recovered by LLH for transplant include:

Sclera and Corneas – used to restore eyesight. (Hawai‘i’s growing number of residents with diabetes is the leading cause of blindness in persons ages 20 to 74.)

Heart valves to help repair cardiac defects and replace diseased or deformed valves. (Donated valves may be life-saving for these recipients.)

Bone grafts used for spinal fusions, dental surgeries, and to repair damaged or diseased bone anywhere in the body.

Skin used to accelerate healing of burns and other wounds, reduction of scar tissue, reduction of fluid loss, and protection from bacterial infection.

Saphenous veins used in cardiac bypass surgeries and to prevent amputations in individuals with chronic circulation problems.

Tendons and ligaments used to replace damaged tendons and ligaments in patients who have sustained injuries, restoring mobility and independence.

Fascia, the tough membrane that encases muscles, used to repair injuries or as an internal support for organs such as the bladder.

5. Describe the geographic coverage.

The geographic coverage will include all of Hawai‘i and in cases where a match cannot be made with a patient here in Hawai‘i, areas of the U.S. Mainland. LLH is the only federally designated organization authorized to recover organs and tissue for transplant in the state of Hawai‘i. Its expanded Tissue and Organ Perfusion Program will better equip LLH to meet the needs of Hawai‘i far better than an out-of-state, mainland tissue processor.

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. The applicant shall:

1. Describe the scope of work, tasks and responsibilities: The scope of work is outlined below along with the tasks and responsibilities.
 - a. Establish Program Management Oversight (PMO) team –Members of the team will include:
 - i. President and CEO and Chief Compliance Officer (Stephen A. Kula, PhD, NHA) – responsible for overall project success and ensuring compliance of federal regulations and industry standards.

- ii. Executive Vice President and Chief Operating Officer (Christine Bogee) – responsible for vendor selection, contract management and ensuring project is completed on time and on budget.
 - iii. Director of Tissue Procurement and Organ Procurement (German (Gerry) A. Estrella, Jr., MD, CTBS, CEBT) – responsible for monitoring and ensuring compliance requirements are met.
 - iv. Alana Pai, IT manager – responsible for determining ICT room requirements and ensuring compliance with AOPO and federal information security standards.
 - v. Melanie Quon, Quality Improvement Coordinator – responsible for supporting the CEO and COO in determining project requirements, schedule, budget and monitoring and tracking project progress.
- b. Conduct monthly and quarterly reviews – LLH will track and monitor project progress and ensure compliance requirements are met with monthly reviews to the LLH Board of Directors and Quarterly Quality Council Reviews
- c. Phase I - Analyze critical infrastructure needs and define vendor requirements. LLH PMO Committee will work with qualified staff and consultants to ensure all critical infrastructure needs are evaluated and included.
 - i. Determine existing space needs and requirements
 - ii. Evaluate information technology and cyber security upgrades/requirements
 - iii. Determine construction and building-code requirements
 - iv. Determine HVAC, furniture, fixtures and electrical (FFE), and ICT needs
 - v. Complete preliminary program plan with schedule and budget estimates
- d. Phase II - Vendor Selection. LLH will perform due diligence in evaluating certified and licensed contractors to select the winning vendor.
 - i. Issue request for bid outlining general contractor and vendor requirements
 - ii. Negotiate and issue contracts to winning vendors
 - iii. Vendors submit final plans and schedule
 - iv. Complete final program plan with schedule and budget
- e. Phase III – Construction Build Out and Project Completion
 - i. Integrate vendors plans and milestone dates into overall general contractor project plan
 - ii. Finalize HVAC, FFE, construction/design and ICT requirements with vendors
 - iii. Review of job completion – schedule walkthrough with general contractor and management team two weeks before completion date.
 - 1. Prior to move in schedule final walk through with general contractor and management team

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
 - a. **Quarter 1 – Complete Phase I**
 - i. Establish Project Management Oversight (PMO) team
 - ii. Complete Phase I – Analyze critical infrastructure needs and define vendor requirements. Submit preliminary program plan with schedule and budget to LLH Board of Directors.
 - iii. Conduct monthly and quarterly review
 - b. **Quarter 2 - Complete Phase II**
 - i. Vendor Selection
 - a. Negotiate and issue contracts to winning general contractors and vendors
 - i. Submit final program plan with schedule and budget to LLH Board of Directors
 - ii. Conduct monthly and quarterly review
 - c. **Quarter 3 – Initiate Phase III**
 - i. Monitor and track construction build out
 - ii. Finalize construction/design, HVAC, FFE and ICT requirements
 - iii. Conduct monthly and quarterly review
 - d. **Quarter 4 – Project Completion**
 - i. Schedule preliminary walk through with general contractor and management team two weeks before scheduled completion date to inspect work and ensure all requirements have been met
 - ii. Schedule final inspection and walk through with general contractor and management team prior to sign off
 - iii. Conduct monthly and quarterly review
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

LLH will provide program management oversight (PMO) for this project at the highest level. The PMO team will be accountable for success of the project, and report monthly to the LLH Board of Directors on its progress. LLH also maintains an internal Quality Council at the director level, and a Quality Assurance / Performance Improvement Coordinator (QA Coordinator) who supports the CEO, President and Chief Compliance Officer in monitoring and coordinating the quality improvement process, quality assurance, regulatory compliance, and legal compliance as it relates to internal standards, industry standards, and organizational programs and projects.

In addition to monthly reviews to the LLH Board of Directors, the PMO team will conduct Quarterly Reviews with LLH’s Quality Council to ensure compliance requirements are met and the project stays on track, on budget and meets milestone dates.

LLH is regulated by the US Department of Health Resources and Services Administration (HRSA) Centers for Medicare and Medicaid Services (CMS), which conducts onsite audits every four years. The next CMS audit is scheduled for 2014. In addition, the LLH Tissue Procurement and Organ Perfusion department is regulated by the US Food and Drug Administration every two years, and its next onsite audit will take place in 2015. On-site audits are also conducted every two years by LLH's tissue processing partners – Community Tissue Services (CTS), The Musculoskeletal Transplant Foundation (MTF) and LifeNet Health to ensure compliance with federal regulations.

LLH is also among 52 of the 58 OPOs nationally to be accredited by the Association of Organ Procurement Organizations (AOPO) for meeting federal regulations and organizational and ethical standards set forth by the OPO industry. Re-accreditation audits are conducted every three years.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The capital improvement and expansion project will enable LLH to:

- Expand its office space to accommodate future staff needs
- Make necessary improvements to ensure information security requirements are met and personally identifiable information is protected.
- Provide needed quarantine storage space for medical supplies. Ensuring the sterility and integrity of medical supplies is critical for maintaining recovered organs and tissue in an uncompromised state
- Provide a training center for certification of clinical staff necessary to maintain accreditations with the AOPO and the American Association of Tissue Banks (AATB).

Currently LLH is operating at capacity with no room for program expansion or future growth. The addition of 2,400 office space will enable LLH to increase its capabilities to recover tissue and organs, which means more lives saved and restored to good health in the state of Hawaii.

Success of the capital improvement and expansion program will be measured by LLH's increased capacity to recover tissue. The project's return on investment (ROI) will be measured by the number of lives saved and restored through tissue recovery. Overall LLH expects to grow its Tissue Program by 20 to 30 percent over the next 2 years.

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 requests for the fiscal year 2015.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$500,000	\$125,000	\$125,000	\$0	\$750,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2015.
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.

Property tax credits for current suites

5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2013.

Balance for unrestricted current assets are \$1,839,332

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.

LLH has been serving Hawai'i since 1987 as the Hawai'i Organ Procurement Organization (HOPO) with the purpose of saving and enhancing lives through recovery of organs and tissue for transplant.

LLH's program areas include:

- **Organ Procurement** – responsible for screening potential donors and works with hospitals to recover organs for transplant
- **Tissue Procurement and Organ Perfusion** – responsible for screening potential donors and works with the hospitals to recover tissue for transplant
- **Family Services** – provides counseling and bereavement support to donor families in the hospital and offers aftercare support and grief counseling
- **Hospital Services** – provides education and development programs to improve the donation process in the hospitals
- **Marketing** – provides educational programs and outreach campaigns in professional and public communities to encourage organ and tissue donation
- **Administration** – oversees the organization’s day-to-day administration and operations

To execute its life-saving and life-restoring mission, LLH partners with the Queen’s Transplant Center and UNOS for organ transplants, as well as the Hawai‘i Lion’s Eye Bank and three national tissue banks – Community Tissue Services (CTS), The Musculoskeletal Transplant Foundation (MTF) and LifeNet Health for processing and distribution of life-enhancing eyes and tissue.

The rapid growth of our tissue recovery program over the past 13 years demonstrates our success in this industry. The expansion of our facility to accommodate the growth will result in more lives saved and restored through transplantation of organs and tissue recovered by LLH here in Hawai‘i.

LLH is one of the nation’s 58 federally designated organ and tissue recovery agencies that are certified and regulated by the US Department of Health Resources and Services Administration (HRSA) Centers for Medicare and Medicaid Services (CMS), the US Food and Drug Administration (FDA), and the United Network for Organ Sharing (UNOS).

LLH has extensive experience in working with the local community as well as the national organ procurement organizations. Its geographic location gives LLH a unique advantage, leverage, and skillsets to handle recovery, distribution, and workflow within the islands that cannot be replaced by other outside procurement agencies, especially those that are based in the mainland.

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. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

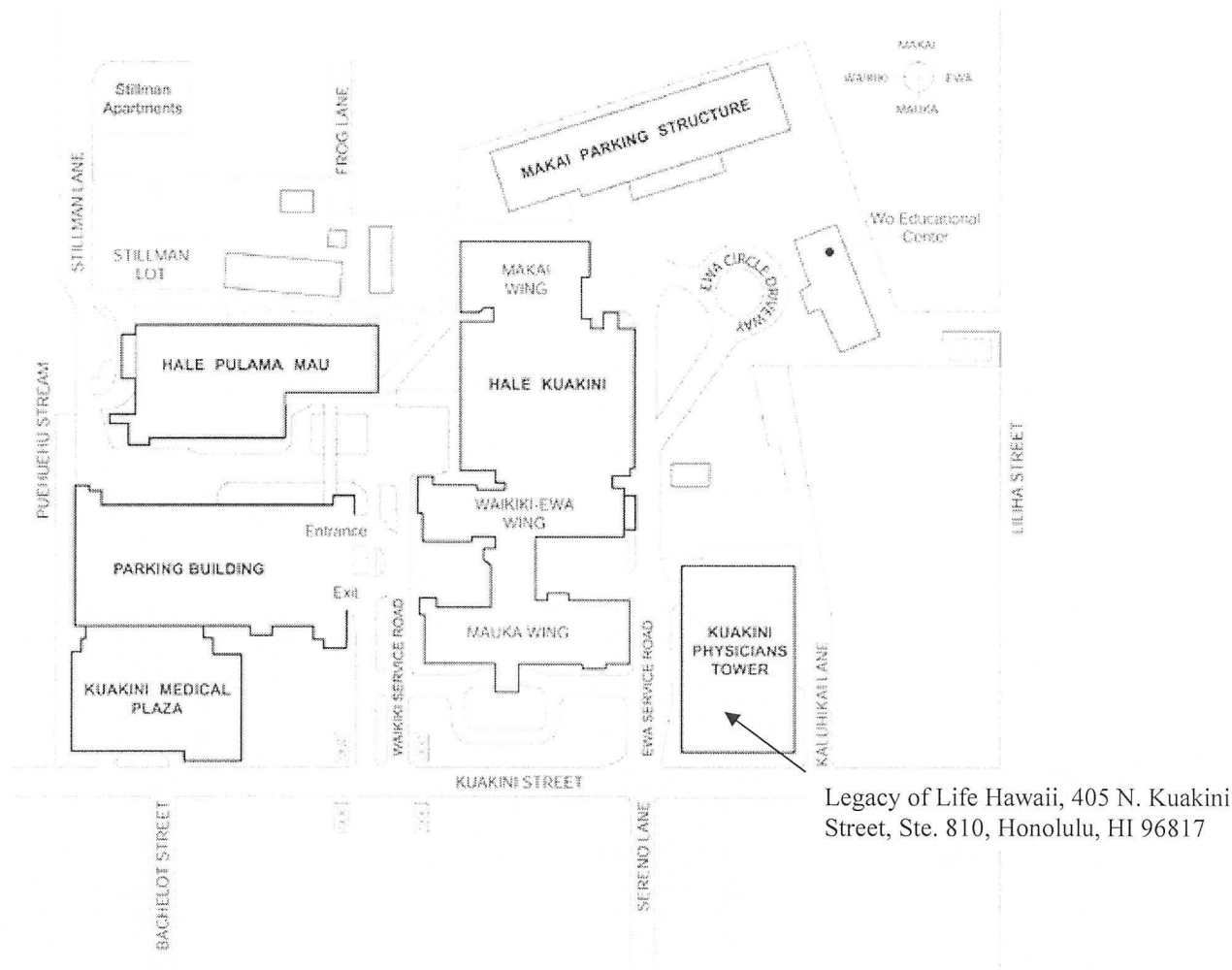


Photo image of Kuakini Physicians Tower

Currently LLH owns and occupies 50 percent (6,089 square feet) of the eighth floor of Kuakini Physician Tower on the Kuakini Medical Center campus in Honolulu. LLH is proposing to expand its offices to include an additional 2,400 square feet.

On the Ewa End of Kuakini Campus, the Kuakini Physicians Tower is the second of two physician office condominiums on the Kuakini campus. (See campus map on next page.)

The property manager for the Kuakini Physician Tower is Marcus Property Management LLC.



Kuakini Medical Center Campus Map

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.

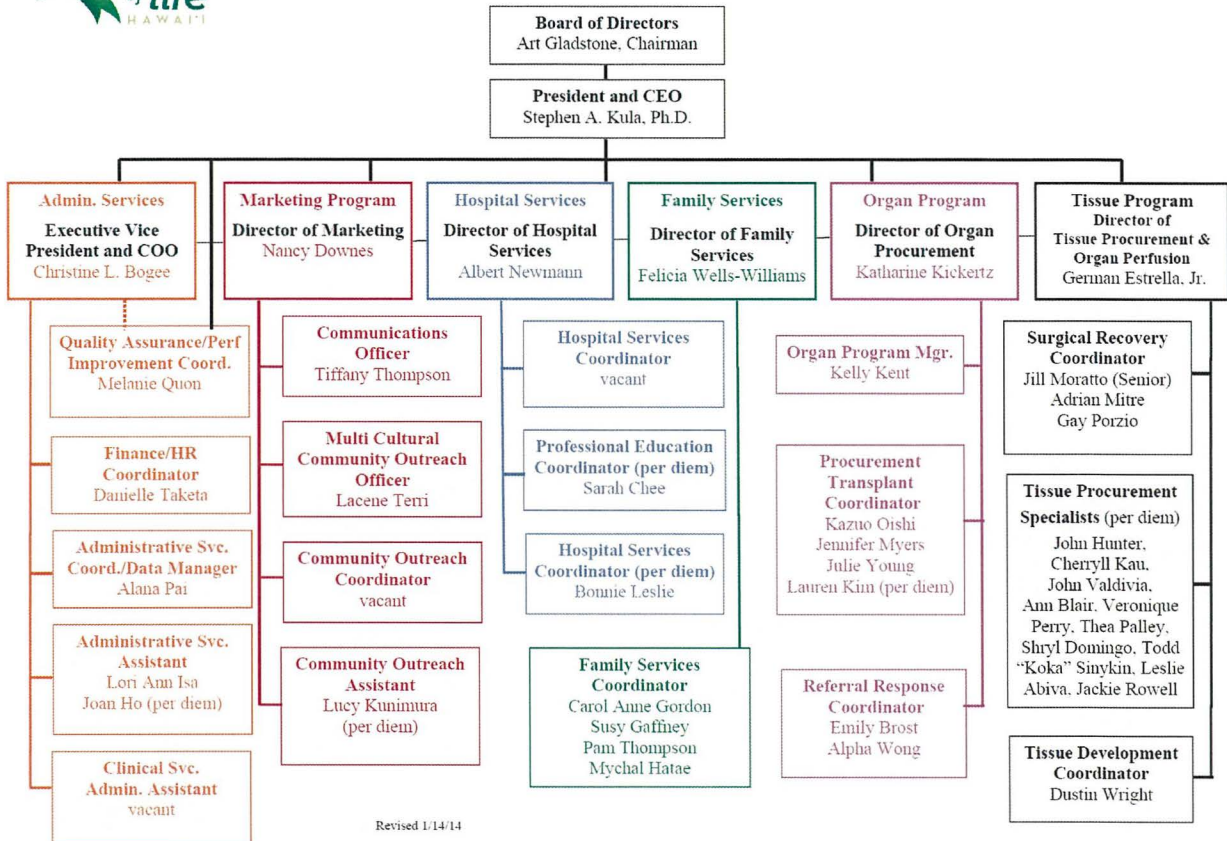
Stephen A. Kula has served as **President and CEO of Legacy of Life Hawaii** since 2007. He currently serves on the Executive Committee for the Association of Organ Procurement Organizations (AOPO), and is a member of the Association for Multicultural Affairs in Transplantation (AMAT). He began his career in healthcare in 1990 as the President and CPO of Hospice Hawaii, one of two hospices on the island of Oahu. He has served on many of the healthcare organization boards in the State of Hawaii, including the State Healthcare Association of Hawaii and the Hawaii State Board of Nursing, where he served for 12 years. He received his Nursing Home Administrators License in 1996 and holds a Ph.D. from Kennedy Western University in Business Administration, a MS from Colorado State University, (CSU) in Avian Medicine & Production Management, a BS from CSU in Avian Science & Pre.Vet.Med, an AA from the University of Hawaii in Liberal Arts & Computer Science. He is currently pursuing a Masters in Pastoral Theology at Chaminade University, and is on track to graduate and be ordained a Deacon in the Catholic Church in January 2015.

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.



Organizational Chart 2014



C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

President and CEO - \$136,591.00
 Executive Vice President and CO - \$120,000.00
 Director of Organ Procurement - \$118,900.00

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

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

The Hawai'i Organ Procurement Organization (HOPO) dba Legacy of Life Hawai'i (LLH) was incorporated on July 16, 1987 and is a tax-exempt organization under Section 501(c)3 of the Internal Revenue code. The Health Care Financing Administration has designated it as the 'organ procurement organization' under Section 1138 of the Social Security Act for the State of Hawai'i.

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Hawaii Organ Procurement Organization dba Legacy of Life Hawaii

Period: July 1, 2014 to June 30, 2015

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0
JUSTIFICATION/COMMENTS Capital Request Only. Not Applicable.				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				0
JUSTIFICATION/COMMENTS Capital Request Only. Not Applicable.				

BUDGET JUSTIFICATION CAPITAL PROJECT DETAILS

Applicant: _____

Hawaii Organ Procurement Organization dba Legacy of Life Hawaii

Period: July 1, 2014 to June 30, 2015

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2012-2013	FY: 2013-2014	FY:2014-2015	FY:2014-2015	FY:2015-2016	FY:2016-2017
PLANS	0	0	0			
LAND ACQUISITION	0	0	500000			
DESIGN	0	0	0			
CONSTRUCTION	0	0	250000			
EQUIPMENT	0	0	0			
TOTAL:	0	0	750,000			
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

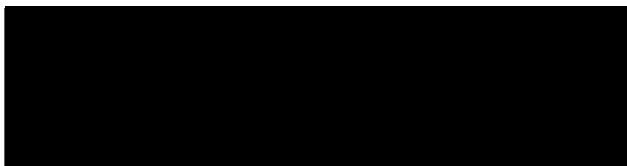
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to Section 42F-103, Hawai'i 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 or subsidy 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 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 ensuring the proper expenditure of the grant or subsidy.
- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawai'i 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 or subsidy is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants or subsidies used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy 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 or subsidy 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.

Legacy of Life Hawai'i



1/31/2014
(Date)

Stephen A Kula, PhD,NHA _____
(Typed Name)

President and CEO _____
(Title)