

THE TWENTY-EIGHTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Type of Grant Request:

_____ GRANT REQUEST - OPERATING XX GRANT REQUEST - CAPITAL

"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.

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

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:

Bay Clinic, Inc.

Db/a: n/a

Street Address: 450 Kilauea Avenue, Suite 105
Hilo, HI 96720

Mailing Address: Same as above.

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name Yousau Bells

Title Director of Development

Phone # (808) 961-4078

Fax # (808) 961-5678

E-mail ybells@bayclinic.org

3. TYPE OF BUSINESS ENTITY:

NON PROFIT CORPORATION INCORPORATED IN HAWAII
 FOR PROFIT CORPORATION INCORPORATED IN HAWAII
 LIMITED LIABILITY COMPANY
 SOLE PROPRIETORSHIP/INDIVIDUAL
 OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

REMODEL A SECTION OF BAY CLINIC'S PAHOA FAMILY HEALTH CENTER IN ORDER TO ESTABLISH A 2-CHAIR DENTAL OPERATORY ON THE PREMISES THAT WILL PROVIDE SOUTH PUNA DISTRICT RESIDENTS WITH COMPREHENSIVE AND ACCESSIBLE ORAL HEALTH CARE THAT IS NOT CURRENTLY AVAILABLE IN THE AREA.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2017: \$ 144,465

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

New service that currently does not exist in our Pahoia Family Health Center. Dental care services also do not exist, for- or non-profit, in the lower Puna District.

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

STATE \$ 0
FEDERAL \$ 334,580 (pending)
COUNTY \$ 0
PRIVATE/OTHER \$ 33,439

TATIVE:

Harold Wallace, Chief Executive Officer

01-20-2016



RECEIVED

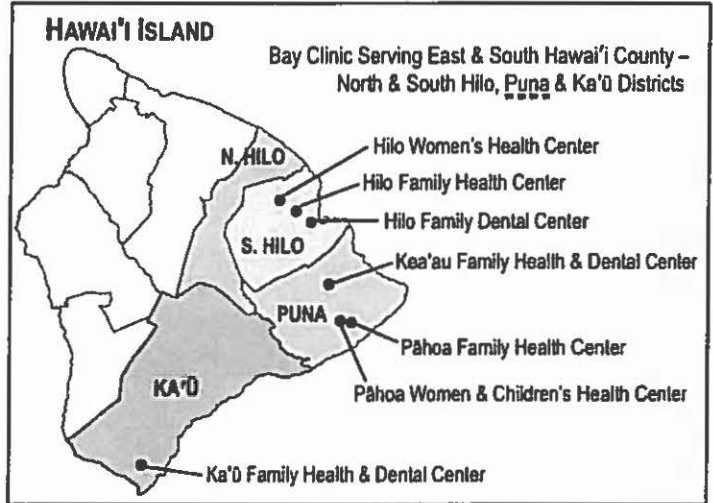
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Application for Grants

I. Background and Summary

1. Applicant's Background

Incorporated in 1983, Bay Clinic, Inc. (BCI) is a 501(c)(3) non-profit community health center with eight (8) sites serving the out-patient health care needs of the residents of the districts of North Hilo, South Hilo, Puna, and Ka'u, East Hawai'i. BCI is a recognized Level 3 Patient-Centered Medical Home by the National Committee for Quality Assurance. We provide comprehensive primary medical, dental, and behavioral health care for all and link patients to specialty care and support services. Our services are offered on a Sliding Fee Schedule and applied to all patients depending on their income level, family size, and insurance status. BCI is the largest Federally Qualified Health Center (FQHC) in Hawai'i County, proudly serving 22,000 patients with over 80,000 annual encounters.



Our Mission: Bay Clinic is a community-directed healthcare organization that provides quality primary and preventive care services to the people of East Hawai'i. Bay Clinic will ensure that patient-centered, culturally responsive, and affordable healthcare services are locally accessible in our communities.

BCI's service region encompasses 51% of Hawai'i Island's total land area and 58% of the island's total population or 106,745¹, 43% of which live 200% below Federal Poverty Level. BCI's rural 2,048 square mile service region is a federally designated medically underserved area/population (MUA/P) and Health Professional Shortage Area (HPSA.)

2. Goals and Objectives Related to the Request

Bay Clinic is planning to expand access to oral health services in the Puna District by establishing a **two-chair dental operatory** within our Pāhoa Family Health Center in the lower Puna District. Our Pāhoa Family Health Center, located in Pāhoa town, has available space to accommodate the establishment of a 2-chair dental program within the facility.

¹ U.S. Census 2010, figures compiled by the County of Hawai'i, Department of Research & Development.

With the recent closure of our Mobile Dental Van that provided dental care services one day per week in Pahoia town, there is no longer an option for dental care access for the residents of the lower Puna District within their community. The objective of this project is to re-establish access to comprehensive preventive oral health care for all in the lower Puna District.

The fundamental goal of this project is to reduce oral health disparities by expanding access to preventive dental care services for all, and in particular for the underserved communities in the Puna District. We project that this project will increase oral health care access to approximately 1,185 patients with 1,778 encounters in the first two years of operation.

3. The Public Purpose and Need to be Served

The Puna District is home to 45,326² people and the number of families living in poverty are the highest in the county at 23%³; 56% of families rely on food stamps, the highest in the State; 26% of the residents receive TANF; and the poverty rate of young children and the elderly is second- and third-highest in the State respectively. Moreover, 46% of adults have had permanent teeth removed and 36% (7,822) children in our service area were found to suffer from untreated tooth decay.

All of Hawai'i County is a designated MUP/A and the Puna District is also dental HPSAs. The dentist provider rate for Hawai'i County is 57.3 per 100,000, this ratio demonstrates that access dental care for all ages remains a public health challenge⁴. Rural populations are known to have lower dental care utilization, higher rates of dental caries, lower rates of insurance, higher rates of poverty, fewer dentists per population, and residents must travel greater distances to access care than urban populations.

East Hawai'i experiences some of the greatest health care disparities in the state and nation in terms of race and ethnicity, income and education, and geography. These disparities have led to unmet health needs and poor health outcomes among our island populations. For every child who lacks medical insurance, as many as three are estimated to lack dental care coverage⁵. Low-income and minority children have greater access problems and poorer oral health outcomes; and subpopulations of U.S. children who are at extremely high risk of oral disease include Pacific

² U.S. Census 2010, figures compiled by the County of Hawai'i, Department of Research & Development.

³ 2012 Hawaii Primary Care Needs Assessment Data Book.

⁴ U.S. Department of Health and Human Services. Office of Disease Prevention and Health Promotion. Healthy People 2020. Washington, DC. Available at <http://www.healthypeople.gov> [accessed on January 13, 2016.]

⁵ Manski R and Brown E, *Dental Coverage of Children and Youth Adults under Age 21, United States, 1996 and 2006*. Statistical Brief #221. September 2008, and Chu M and Rhoades J, *The Uninsured in America, 1996 - 2007: Estimates for the U.S. Civilian Noninstitutionalized Population under Age 65*. Statistical Brief #214. July 2008. Agency for Health Care Research and Quality MEPS.

Islanders, migrant farm workers, and immigrant populations⁶; populations which comprise of a large proportion of our service region.

The lower Puna District, in particular is rural with limited public transportation and a large low income resident population. The demographics of the area discourages medical and dental professionals from moving to the area. Because of this, there are very limited health care services available in the region.

Bay Clinic's Mobile Dental Van was the only option to access oral health care services in the lower Puna District. However, in December 2015, BCI ceased the delivery of dental care out of the Mobile Dental Van as the van is past its useful life, no longer safe for operation, and the cost of repair and upkeep is prohibitive. Our only option was to close the Mobile Dental Van and seek other means to deliver dental care services to lower Puna residents. As a result of the closure, patients and community members seeking dental care services must now travel to the adjacent town of Kea'au to access care at our Kea'au Family Health and Dental Center or travel further to Hilo for other dental care options.

The establishment of a two-chair dental program on-site at our Pāhoa Family Health Center will provide lower Puna residents with expanded access to oral health care services on a regular basis. The dental program will be part of the current Pāhoa health center site and will follow the daily operation schedule as the rest of the current Pāhoa facility.

4. Target Population to be Served

Bay Clinic's target population are those who experience barriers to health care access. 45,326 people live in the Puna District, of which 29% are Bay Clinic patients. Of the total population, about 8,200 live in lower Puna; and 6,346 (or 77%) are patients of our Pāhoa-based health centers.

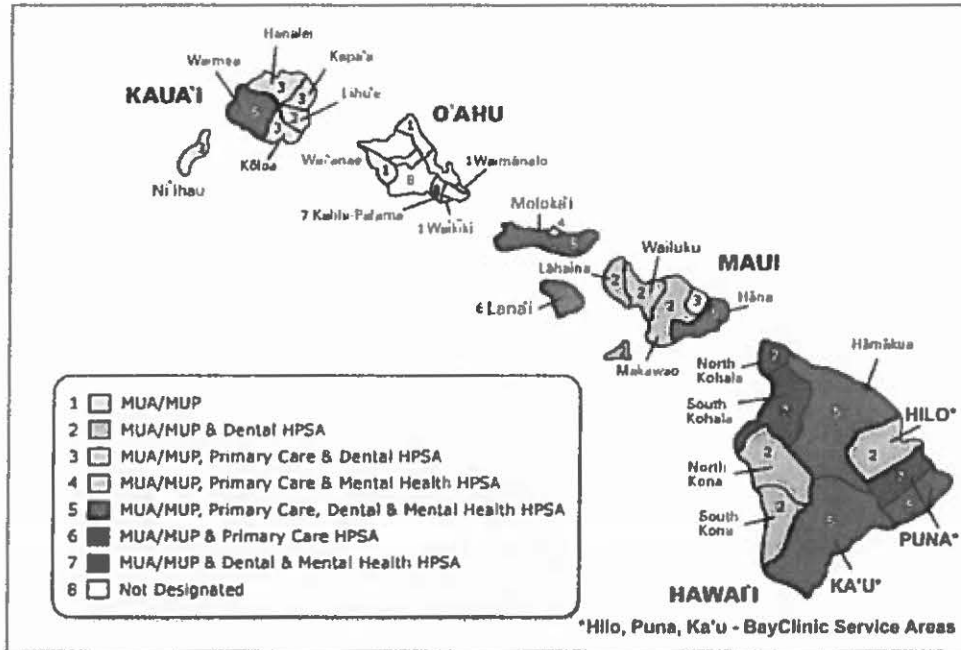
With the largest growing population in the state, the Puna District needs more social and health care services. Puna is a rural region featuring a rudimentary transportation system and dispersed population. Puna has a high percentage of lower-income residents, and the district is regarded as place of opportunity for affordable housing as approximately 85 percent of the island's Section 8 low-income rental housing certificate holders are Puna residents. As a result, Puna's high percentage of low-income residents tends to increase the need for social services, yet discourages private health care providers from locating in Puna due to insurance issues⁷.

⁶ The Face of a Child: Surgeon General's Conference on Children and Oral Health, June 12-13, 2000, Washington D.C.

⁷ Puna Community Development Plan - September 2008 [As Amended November 2010.]

According to *Toward a Health Hawaii 2010*, a major factor that contributes to health outcomes is accessibility to and availability of adequate health care services⁸. The Puna District is one of the most rapid growth districts in Hawai'i and BCI as the only health center serving this region.

The graph below shows BCI's service areas of the districts of Hilo, Puna, and Ka'u as designated as "Medically Underserved Areas" with "Medially Underserved Populations." Puna and Ka'u are also experiencing a "Shortage of Mental Health Providers."



The population that will benefit from this project are all of the 8,200 residents of the lower Puna District, in particular the 6,346 Bay Clinic patients of our Pāhoā Family Health Center.

5. Geographic Coverage

Bay Clinic, Inc. is the *only* Federally Qualified Health Center serving East Hawai'i residents. BCI's is the sole safety-net provider for 55% of Hawai'i Island's total population spread over 51% of the island's total land area. This is a geographic expanse of over 2,048 square miles of rural and agricultural lands. Bay Clinic's eight clinics are located in the towns of Hilo, Kea'au, Pāhoā and Na'ālehu.

BCI's Administration Office is located in Hilo, the county seat and population center of Hawai'i Island. The Pāhoā Family Health Center (PFHC) is located 20 miles southwest of Hilo in the lower Puna District. The Puna District is twice the size of O'ahu, but has only 45,326 residents widely dispersed throughout the vast and rural region.

⁸ *Toward A Healthy Hawaii 2010, Checking the Health of Hawaii County*, Hawaii State Department of Health, pg 9.

There is a limited bus system that runs throughout Hilo, Puna and Ka'ū, but without personal transportation, many are left with no way to access health care resources except through hitchhiking or taxi services. Bay Clinic is the only FQHC that serves the rural East Hawaii communities, and most underserved and medically/dentally at-risk remote communities in the districts of Puna and Ka'ū. We continually work to address the geographic barriers to health care that residents of our districts face.

II. Service Summary and Outcomes

1. Scope of Work, Tasks and Responsibilities

The design of the new 2-Chair Dental Operator in our Pāhoa Family Health Center (FHC) focuses on maximizing the 550 square feet of space within a patient flow network that will result in greater patient satisfaction and better health outcomes for the people of lower Puna. The project will increase the number of dental operatories from zero (0) to a total of 2, as well as provide on-site dental x-ray capability.

Tasks and Responsibilities

The Bay Clinic Board Chair and Chief Executive Officer (CEO) are jointly responsible for the implementation of this project. Harold Wallace, BCI CEO, is the Project Manager for this undertaking. He is responsible for project oversight and ensuring all tasks are completed on time and within budget.

Our Project Team is spearheaded by Harold Wallace. Mr. Wallace has over twenty years of health care management and leadership experience, including facilities construction and renovation projects. The Project Team comprises of the CEO, Acting CFO, Dental Director, and the Facilities Manager.

The Health Information Technology Director will direct all aspects of the information technology infrastructure for the new dental operatory addition. The Dental Director and Facilities Manager are jointly responsible for the arrangement and design of the space layout to maximize space usage for optimal patient flow, patient safety and confidentiality, and quality dental care delivery. The Facilities Manager is also responsible for the maintenance of the facility and general upkeep of all non-clinical equipment.

The project's team members are highly experienced in construction projects and were principals in the successful acquisition, design, project arrangements for our capital projects over the past five years:

- New Administration Office remodeling and opening in 2016;
- Ka'ū Family Health and Dental Center construction in 2014; and
- Hilo Family Dental Center remodeling and grand opening in 2012.

The project will be closely monitored and potential problems quickly identified and practical solutions implemented to ensure that the project progresses on-schedule and within budget.

2. Projected Annual Timeline

We expect to initiate remodeling work on the new dental to be remodeled and open for operation within 120 days after notice of award. Fleming and Associates LLC have been contracted to provide the architectural and engineering for the project. In addition, Fleming and Associates, as the AIA Principal, will undertake regularly scheduled site visits to ensure project conformance to the Master Schedule that will be developed for this project. Project timeline for the project is as follows:

<u>Activity</u>	<u>Completion</u>
Architectural & Engineering Plans	April 2016
Bid Package Preparation	May 2016
Bid Announcement	May 2016
Contract Award	June 2016
Remodeling	July 2016
Grand Opening of Dental Department	October 2016

The project will remodel and **existing space** within our Pāhoa Family Health Center. This project will **not** increase the square footage of the existing building.

3. Quality Assurance and Evaluation Plans

As a FQHC, we operate in compliance with all federal laws and regulations governing FQHC's. Within this context, our operations, including procurement practices, are compliant with federal laws and regulations. We are evaluated through standardized data collection procedures of our Electronic Medical Records, Practice Management and Financial Management Systems. This project is and will continue to be monitored and evaluated using these standardized FQHC systems.

In addition to ensuring that the project is in compliance with all federal and state regulations and procurement policies, the following will be implemented to ensure that the timeline will be followed and have taken tangible measures to ensure this.

- Built in penalties for delays to the construction timeline.
- The construction team comprising of the Bay Clinic CEO, contracted construction company's project manager, and Fleming and Associates (Architect) AIA Principal will develop a Master Schedule and meet regularly to ensure compliance to the schedule.
- The Construction Team will create a 'three-week look ahead schedule' for the project that will show real-time deadlines and potential barriers to be addressed.

This is an active living document that will be updated and reviewed by the team regularly.

- Fleming and Associates will continue to undertake regularly scheduled site visits and the Construction Team will also continue to meet monthly to ensure project conformance with Master Schedule.

4. Measure(s) of Effectiveness that will be Reported to the State Agency (expending)

Measures of effectiveness will be demonstrated through the completion and opening of a fully functional 2-chair dental program within the Pāhoā Family Health Center within 120 days of notice of award. In addition, we expect to experience the following by the end of the first full year of operation:

- Establish first and only dental clinic in lower Puna, providing preventive oral health care for all regardless of income level and insurance status;
- Expanded access to preventive oral health care from zero (0) patient encounters to 1,778 in first year of operation;
- Improved patient satisfaction with the level, spectrum, and increased accessibility of dental services in the lower Puna District; and
- Improved oral health outcomes in the region, particularly demonstrating a 25% increase in preventive dental care access for our youth ages one (1) to eighteen (18) in the first year.

III. Financial

Budget

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

PLEASE SEE ATTACHED COMPLETED BUDGET FORMS.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2017.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$94,465	\$50,000	\$0	\$0	\$144,465

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2017.

We are also seeking funding assistance through the HRSA Oral Health Service Expansion Funding Opportunity for 330 Grantees in the amount of \$334,580.

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.

None planned at this time.

5. The applicant shall provide a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding.

PLEASE SEE ATTACHED GOVERNMENT CONTRACTS AND/OR GRANTS.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2015.

Statement of Unrestricted Current Assets as of December 31, 2015 as follows:

Total Current Assets	\$5,448,267.00
Less Temp Restricted Assets	(4,698.34)
Less Unearned Revenue	(175,182.34)
Unrestricted Current Assets	<u>\$5,268,386.32</u>

IV. Experience and Capability

A. Necessary Skills and Experience

Our Board is comprised of community leaders; of which one-third are highly experienced in facility development for government and community services buildings. This project is Board directed and they will work in close partnership with Harold Wallace, CEO and Project Manager to ensure the successful completion of this construction project.

The Project Team comprises of the CEO, Acting CFO, Dental Director, and the Facilities Manager, as follows:

Mr. Harold Wallace, Chief Executive Officer (CEO) and Project Manager: The CEO is the Project Manager responsible for project oversight and ensuring all tasks are completed within the

timeline. Mr. Wallace has over 20 years of experience managing health center establishments and is considered a doyen of the community health center model, particularly serving rural and at-risk regions. During his tenure with other organizations, as well as with Bay Clinic, he has successfully managed eight capital development related projects.

Mr. Geoffrey Norwood, Acting Chief Financial Officer (CFO): The CFO is responsible for purchasing, budget management, and financial reporting. Mr. Norwood is a CPA and has over twenty years of financial management experience in the government and non-profit sectors. Mr. Norwood is well-versed in matters dealing with financial accountability and reporting requirements for public and private funding, including financial budgeting and monitoring for start-up projects.

Dr. Brian Higa, Dental Director: Dr. Higa has successfully managed our multi-site dental program for the past ten years. He has been recognized by leaders in community dentistry including David Rosenstein, DMD, MPH, as conducting a superior clinic in a rural health setting. Dr. Higa has a proven track record with dental start-up development and oversight as shown with the successful construction and opening of our Ka'u Family Health and Dental Center in 2014 and remodeling and opening of our Hilo Family Dental Center in 2012.

Mr. Jeffrey Gilbeault, Facilities Manager: Mr. Gilbeault has over 15 years of experience in managing small-, medium-, and large-scale capital construction, renovation, and extension projects. Mr. Gilbeault was a key member of BCI's past capital projects in 2012, 2014 and 2016.

The team members, collectively, have extensive experience in renovation and construction projects in rural regions as well as the Hawai'i Island environment.

B. Facilities

The Pāhoā Family Health Center (FHC,) the clinic where we will establish the new 2-chair dental program, is located in Pāhoā town, lower Puna District. The Pāhoā FHC is a 6,187 square foot facility that provide comprehensive out-patient primary medical and behavioral health care. The Pāhoā clinic has eight medical exam rooms, two behavioral health rooms, and a 550 square feet unused enclosed space at the front of the clinic that was formerly a pharmacy. This unused space will be remodeled to accommodate a 2-chair dental program.

Appointments and patient services for the new Pāhoā dental program will be incorporated within the spectrum of services offered at the Pāhoā Family Health Center front desk. Patients will make appointments and check-in at the front desk and access to the dental clinic will be through the main front door of the Pāhoā Family Health Center.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

We will recruit and hire 1.0 FTE dentist and 1.0 FTE dental assistant to man the new dental operatory at our Pāhoa Family Health Center. Both new personnel will be supervised by our Dental Director, Dr. Brian Higa, DMD, who manages our multi-site Dental Program, as follows.

Site	Staffing	Supervised by
Pāhoa Dental Program <i>(Pāhoa Family Health Center)</i>	1 Dentist (1.0 FTE)	Dental Director
	1 Dental Assistant (1.0 FTE)	Dental Director
	4 Patient Service Representatives (PSR) <i>(dental program added existing Pāhoa PSR front desk scope.)</i>	Patient Services Manager
Hilo Family Dental Center	3 Dentists (1 rotates between sites)	Dental Director
	3 Dental Assistance	Dental Director
Kea'au Family Health and Dental Center	3 PSR	Patient Services Manager
	4 Dentists (1 rotates between sites)	Dental Director
	3 Dental Assistance	Dental Director
Ka'u Family Health and Dental Center	2 PSR	Patient Services Manager
	1 Dentist - rotation 2 days per week to Ka'u.	Dental Director
	1 Dental Assistant (2 days per week)	Dental Director
ALL SITES	1 PSR	Patient Services Manager
	Dental HIT Specialist	HIT Director

Dr. Higa, BCI Dental Director, received his Doctor of Medical Dentistry from Oregon Health Science University in 2004 and has been a faculty lecturer of the Lutheran Medical Center AEGD Program since 2005. Dr. Higa has successfully managed BCI's multi-site dental program for the past ten years. He established BCI's dental residency program in 2007 with the Lutheran Medical School - School of Dentistry. Dr. Higa is a highly skilled dentist and supervisor. He has successfully guided and trained our dental residents who have went on to pursue

pediatric dental specialties and other specialized care. In addition, we have been able to retain four (4) former dental residents as full-time Bay Clinic dentists.

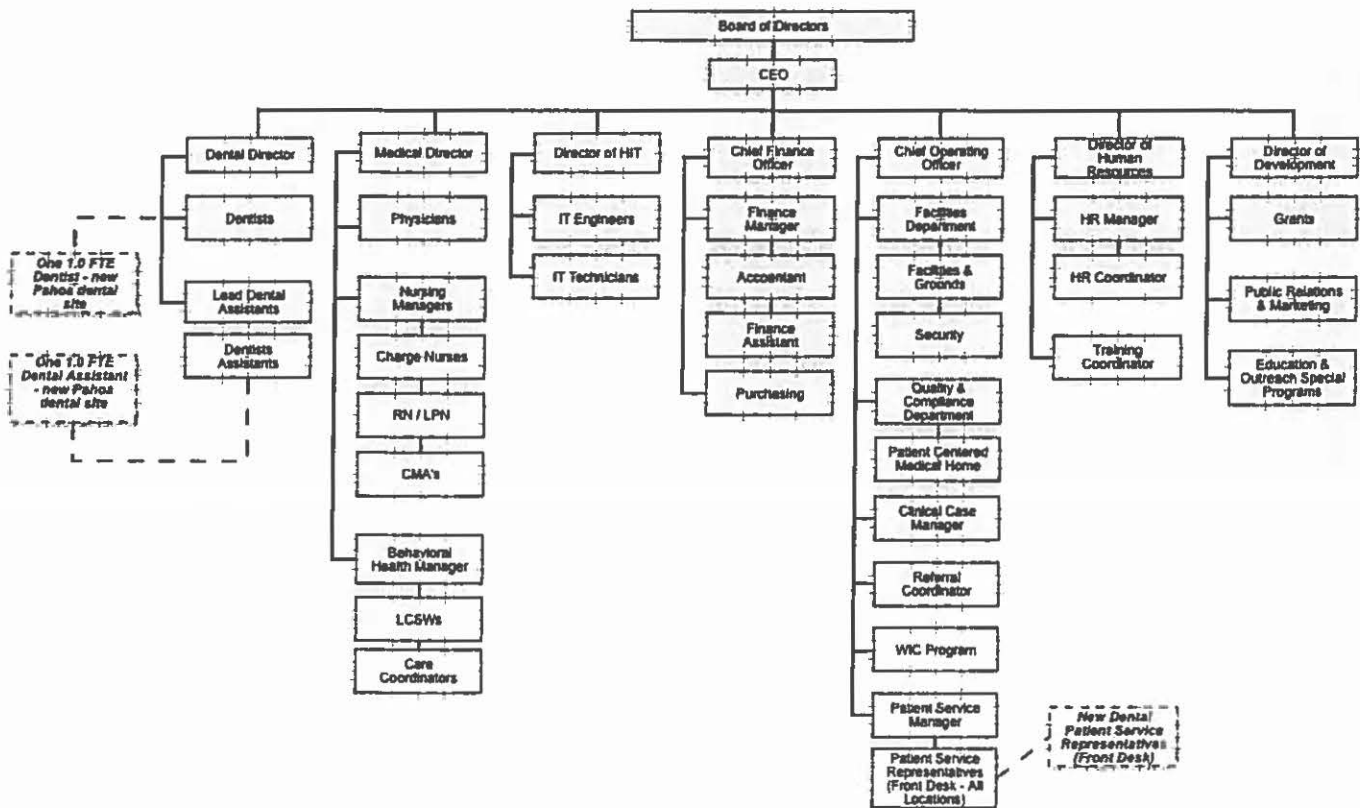
B. Organization Chart

The new 1.0 FTE Dentist and 1.0 FTE Dental Assistant that will be recruited and hired for the Pahoia Family Health Center Dental Program will report to Dr. Brian Higa, BCI Dental Director.

All Patient Service Representatives (PSR) are supervised by the Patient Service Manager who reports to the Chief Operating Officer. The PSRs that current man the Pahoia Family Health Center front desk will incorporate the new dental program in their list of daily tasks.

The Director of each department are responsible for the staff under their supervision located throughout BCI's network of health centers:

- | | |
|--------------------------------------|---|
| Hilo Family Health Center | Kea'au Family Health and Dental Center |
| Hilo Family Dental Center | Pāhoia Family Health Center |
| Hilo Women's Health Center | Pāhoia Women and Children's Health Center |
| Ka'ū Family Health and Dental Center | |



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.

Name	Title	Annual Salary
Harold Wallace	CEO	\$225,000
Chrissy Capati, DO	Medical Director	\$190,000
Richard Greczanik, MD	Family Physician	\$172,800

VI. Other

A. Litigation

No active litigation or current outstanding judgements.

B. Licensure or Accreditation

Not applicable.

C. Private Educational Institutions

This project will not support or benefit a sectarian or non-sectarian provide education institution.

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2016-17 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2016-17

Year one funding will cover the cost of remodeling the. The State GIA funding will support the remodeling of the Pāhoa Family Health Center to establish a dental program, as well as purchase of a portion (\$44,465) of the total equipment cost, \$153,715 of the project.

The HRSA FY16 Oral Health Services Expansion (OHSE) Supplemental Opportunity is a two-year grant. If we are awarded the HRSA-OHSE, we will use the year one award of \$350,000 to purchase the remaining balance of equipment costs (\$109,250) as well as supplies, first year operational costs, and salaries for a

1.0 FTE dentist. Year two (2) funding of the HRSA-OHSE of \$350,000 will be used to cover the cost of one 1.0 FTE dentist and 1.0 FTE dental assistant, as well as operational costs, and program supplies.

The State GIA and HRSA Oral Health Services Expansion grants will cover the remodeling and start-up costs of the new dental center at our Pāhoā clinic. The dental clinic will be included in our Scope and we expect the clinic to be sustainable through billing and insurance revenue by the end of year one.

(2) Not received by the applicant thereafter.

We anticipate the dental program to be sustained through billing and insurance revenue by the end of the first year. Our projections show that the program will have a balanced budget by the end of year 2, only relying only on the federal support that helps us provide care to uninsured individuals in our service area.

790 residents of the lower Puna District were patients of the Mobile Dental Van prior to its closure in December 2015. The Van offered limited preventive services only one day per week. The new Pāhoā Dental Program will provide comprehensive dental care services five days per week. The average encounter rate for a dental patient is 1.5 per year.

The following projections were developed based on historical encounter rates, our community needs assessment, and patient feedback.

Projected Billing Revenue

Fiscal Year	Patients	Encounters	Dental PPS Rate	Total
2016	1,185	1,778	\$159.15	\$282,968.70
2017	1,481	2,222	\$159.15	\$353,631.30
2018	1,629	2,444	\$159.15	\$388,962.60

E. Certificate of Good Standing (If the Applicant is an Organization)



If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2015.

PLEASE SEE ATTACHED CERTIFICATE OF GOOD STANDING.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2016 to June 30, 2017

Applicant: Bay Clinic, Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds In-Kind (d)
A. PERSONNEL COST				
1. Salaries	0	95,000	0	23,920
2. Payroll Taxes & Assessments	0	12,778	0	3,217
3. Fringe Benefits	0	6,302	0	6,302
TOTAL PERSONNEL COST	0	114,080	0	33,439
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0	500	0	0
2. Airfare	0	2,000	0	0
3. Per diem	0	400	0	0
4. Hotel & Rental Car	0	636	0	0
5. Staff Training	0	2,000	0	0
6. Supplies				
Dental Supplies	0	39,225	0	0
Program Supplies	0	1,600	0	0
7. Telecommunication	0	4,140	0	0
8. Utilities	0	12,000	0	0
9. Software License (Electronic Dental)	0	2,000	0	0
10. Housekeeping	0	5,000	0	0
11. Trash & Medical Waste Disposal	0	1,000	0	0
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0	70,500	0	0
C. EQUIPMENT PURCHASES	44,465	109,250	0	0
D. MOTOR VEHICLE PURCHASES	0	0	0	0
E. CAPITAL	100,000	40,750	0	0
TOTAL (A+B+C+D+E)	144,465	334,580	0	33,439
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	144,465	Yousau Belts  (808) 951-4078		
(b) Total Federal Funds Requested	334,580	Name (Please type or print)  Phone		
(c) Total County Funds Requested	0	January 19, 2016		
(d) Total Private/Other Funds In-Kind	33,439	Date		
TOTAL BUDGET	512,484	Harold Wallace, CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2016 to June 30, 2017

Applicant: _____

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
ADEC 5580.42 Treatment Console	2	\$ 9,431	\$ 18,862	
ADEC 541 12 O'Clock Duo Delivery System	2	\$ 7,842	\$ 15,684	
ADEC 421 Dr Stool	2	\$ 809	\$ 1,618	
ADEC 422 Assistant Stool	2	\$ 944	\$ 1,888	\$ 1,888
ADEC 6300 Ceiling-Mount Dental Light	2	\$ 3,081	\$ 6,162	\$ 6,162
ADEC 411 Chair (dental)	2	\$ 8,639	\$ 17,278	
ADEC 5531.58 Accessory Consol	2	\$ 4,301	\$ 8,602	\$ 8,602
ADEC 5590 Preference ICC Sterilization Center	1	\$ 16,614	\$ 16,614	
ADEC 5730.29 Dispensing Unit	2	\$ 855	\$ 1,710	\$ 1,710
MIDMARK P22 PowerAir Oil-less Compressor	1	\$ 4,570	\$ 4,570	\$ 4,570
MIDMARK CV6R ClassicSeries Twin Water Recycling Vacuum	1	\$ 4,478	\$ 4,478	\$ 4,478
PLANMECA ProOne Digital Panoramic X-ray	1	\$ 33,682	\$ 33,682	
PROGENY Preva DC Intraoral X-ray - 76" Arm (single stud mount)	2	\$ 4,595	\$ 9,190	\$ 9,190
MIDMARK M9-020 UltraClave Sterilizer w/Automatic Door	1	\$ 5,087	\$ 5,087	\$ 5,087
MIDMARK M3-001 Sterilizer (115v)	1	\$ 5,290	\$ 5,290	
Freight Charges	1	\$ 3,000	\$ 3,000	\$ 2,778
TOTAL:	25		\$ 153,715.00	\$ 44,465.00

JUSTIFICATION/COMMENTS:

The total cost of equipment to establish the 2-chair dental operatory in our Pahoehoe Family Health Center is \$153,715. We are requesting \$44,465 from the Hawai'i State Grant-in-Aid for this project. The remaining \$109,250 for equipment is requested from the HRSA FY16 Oral Health Expansion Supplemental Funding Opportunity, which is currently pending award.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -00	
			\$ -00	
			\$ -00	
TOTAL:				0
JUSTIFICATION/COMMENTS: No vehicle will be purchase for this project.				

Application for Grants

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2016 to June 30, 2017

Applicant: Bay Clinic, Inc.

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2014-2015	FY: 2015-2016	FY:2016-2017	FY:2016-2017	FY:2017-2018	FY:2018-2019
PLANS	\$0	\$0	\$0	\$31,667	\$0	\$0
LAND ACQUISITION	\$0	\$0	\$0	\$0	\$0	\$0
DESIGN	\$0	\$0	\$0	\$9,083	\$0	\$0
CONSTRUCTION	\$0	\$0	\$100,000	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$44,465	\$109,250	\$0	\$0
TOTAL:			\$144,465	\$150,000	\$0	\$0
JUSTIFICATION/COMMENTS:						
Total capital cost of this dental expansion project is \$294,465. There is unused space in our Pahoia Family Health Center that will be remodeled to establish our new 2-chair dental department within the existing health center. There will be no build out or added square feet to the current structure as a result of this project. This project is expected to be completed and operational by November 2016.						

GOVERNMENT CONTRACTS AND / OR GRANTS

Applicant: Bay Clinic, Inc.

Contracts Total: 4,254,534

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Title X Family Planning	January 1, 2013 - June 30, 2016	Department of Health	State	495,000
2	BCCCP	June 30, 2012 - June 29, 2016	Department of Health	State	189,685
3	Women, Infant, and Children Nutrition Program	FY2012 to FY2017	Department of Health	State	1,575,585
4	Health Insurance Marketplace Assistance	December 1, 2015 - June 30, 2016	Office of Community Services	State	177,083
5	Purchase of New Mobile Health Van	July 1, 2015 - June 30, 2016	Hawaii County Council	Hawaii	35,000
6	Purchase of Mobile Health Van	August 1, 2015 - July 31, 2016	Shippers Wharf Community Trust (Hawaii County)	Hawaii	10,000
7	Health Center Cluster Program	March 1, 2015 - February 28, 2016	HRSA	U.S.	1,723,981
8	Purchase of New Mobile Health Van	July 15, 2015 - June 30, 2016	USDA	U.S.	48,200
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**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

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

<u>Bay Clinic, Inc.</u> (Typed Name)	
 (Signature)	<u>January 12, 2016</u> (Date)
<u>Harold Wallace</u> (Typed Name)	<u>Chief Executive Officer</u> (Title)

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BAY CLINIC, INC.
DOMESTIC NONPROFIT CORPORATION

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General Info

Purchase a Certificate of Good Standing for this business:

-  ELECTRONIC \$7.50
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MASTER NAME	BAY CLINIC, INC.
BUSINESS TYPE	Domestic Nonprofit Corporation
FILE NUMBER	53302 D2
STATUS	Active
PURPOSE	MEDICAL, DENTAL, EDUCATIONAL, AND CHARITABLE
PLACE INCORPORATED	Hawaii UNITED STATES
REGISTRATION DATE	Jan 31, 1983
MAILING ADDRESS	224 HAILI STREET, BUILDING B HILO, Hawaii 96720 UNITED STATES
TERM	PER
AGENT NAME	HAROLD WALLACE
AGENT ADDRESS	BAY CLINIC 224 HAILI ST BLDG B HILO, Hawaii 96720 UNITED STATES