

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

West Hawaii Community Health Center Inc.

Amount of State Funds Requested: \$ 175,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):

This project will improve access to primary health care service for people living in South Kona and Ka'u. WHCHC will opening a new health center at Honaunau Elementary which will provide primary medical, behavioral health and outreach services to all people living in the region. Once fully operational, this new access point school-based health center will annually serve a total of 2,500 patients with a special focus on serving those with low income, Native Hawaiians, Hispanic/Latinos, and Marshallese.

Amount of Other Funds Available:

State: \$ 0
Federal: \$ 0
County: \$ 0
Private/Other: \$ 0

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ \$2,735,800

Unrestricted Assets:

\$ 4,031,212

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

75-5751 Kuakini Hwy., Suite 203

City: State: Zip:

Kailua Kona HI 96740

Contact Person for Matters Involving this Application

Name:
Richard Taaffe

Title:
CEO

Email:
rtaaffe@westhawaiichc.org

Phone:
808-326-3878

Federal Tax ID#:
[REDACTED]

State Tax ID#
[REDACTED]


Authorized Signature


Name and Title


Date Signed

received
1/17/2020

11:27am

WEST HAWAII COMMUNITY HEALTH CENTER, INC
FY 2021
GRANT IN AID REQUEST FOR AN OPERATIONAL GRANT
Honaunau School Based Health Center

INTRODUCTION

The West Hawaii Community Health Center, Inc (WHCHC) is requesting \$175,000 to improve access to primary health care service for people living in South Kona and Ka`u, specific the communities of Kealakekua, Captain Cook, Honaunau, Hookena, Miloli`i, and Ocean View. WHCHC is opening a new health center at Honaunau Elementary which will provide primary medical, behavioral health, tele-dentistry and outreach services to all people living in this region. Once fully operational, this new health care access point - Honaunau School Based Health Center - will annually serve a total of 2,500 patients with a special focus on serving those with low income, Native Hawaiians, Hispanic/Latinos, and Marshallese. These proposed operational funds will be used to expand care by hiring a mid-level medical provider (PA or APRN) and a medical assistant. These positions are revenue generating and will be self-sufficient after one year.

II. BACKGROUND AND SUMMARY

1. Applicant's Background

West Hawaii Community Health Center, Inc (WHCHC) is a community-based, non-profit 501(c)3 organization that opened its door in 2005 to provide affordable health care services (medical, dental, behavioral health) to all residents of West Hawaii regardless of their income. Services are offered to the uninsured using a sliding fee scale based on income and no person is denied service because of their inability to pay. West Hawaii Community Health Center's stated mission is:

To make quality, comprehensive, and integrated health services accessible to all who pass through our doors regardless of income. These services will be culturally sensitive and will promote community well-being through the practice of "malama pono."

Since opening its door in 2005, West Hawaii Community Health Center, Inc (WHCHC) has grown significantly in the number of patients served and the number of patient visits. See growth chart below.

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Patients	4,249	6,332	7,078	7,669	9,126	11,620	12,228	12,642	13,612	14,582	15,446	16,100
Visits	10,324	16,651	23,211	29,825	32,956	41,733	46,884	46,586	49,340	58,172	62,614	64,416

From its humble beginning in a single 3 exam room clinic, we currently operate multiple sites—a main health center in Kailua-Kona, another in Kealakehe on Hawaiian Homestead leased land, a third in Waikoloa Village 35 miles north of Kailua Kona, and 3 small clinics in Kealakekua—a keiki dental clinic, a keiki medical clinic and an adult medical clinic. WHCHC will be opening a new site at Honuanua Elementary to expand services and better serve the South Kona/Ka`u communities of Kealakekua, Captain Cook, Honaunau, Hookena, Miloli`i, and Ocean View. This project will be completed in Fall of 2020, and **the requested funding will hire two new health care professional so health services can be expanded to underserved residents of South Kona/Ka`u.**

2. Project Goals and Objectives

West Hawaii Community Health Center, Inc is proposing to use these funds to hire one medical provider and one medical assistant to serve the unmet health care needs of South Kona residents at our new Honaunau School Based health Center. Specifically, these two health professionals will provide care to at-least 1,800 of the 6,475 low-income people in South Kona/Ka`u. According to federal data, there is a total of 16,800 people residing in this region. Of this population nearly 40%, or 6,475 people, are low-income. Of the low-income population 2,833 people are not receiving primary health care services.

Goal: To increase access to primary medical services to the residents of South Kona/ Ka`u by hiring two health professionals (medical assistant and a medical provider).

Objective:

1. By 12/1/2020, hire a medical provider (physician assistant or nurse practitioner) and a medical assistant to join the WHCHC team serving the resident of South Kona/Ka`u at our new Hoanuanau School Based Health Center.
2. By 12/31/2021, the number of unnecessary ER visits and hospitalizations by South Kona/ Ka`u residents will decrease as the result of increased access to care at the WHCHC Honaunau School Based Health Center.
3. By 12/31/2022, WHCHC will have provided health care to no less than 1,800 low-income patients living in the South Kona/Ka`u district.

3. Public Purpose and Need to be Served

South Kona/Ka`u is a medically underserved area. According to federal data, 40% of low income people residents do not access primary care services. Local surveys indicate nearly 50% of all South Kona/Ka`u residents do not have a designated PCP. A major reason is lack of medical providers in the South Kona/Ka`u district. The population of the South Kona/Ka`u area is approximately 16,800, so the physician to population ratio is over 1:2000. Health care facilities and providers in the area, not including WHCHC, include the Kona Community Hospital and 5 private primary care and internal medicine physicians, several of whom are at retirement age and expect to close their practices within the next 12-24 months.

Additionally, most health care providers are in North Kona (Kailua Kona) which means the residents of South Kona must travel over 15-20 miles one way to access health care. Given the two-lane road and traffic, travel time is typically 30-40 minutes during non-peak times and as much as 60-90 minutes at peak travel times. So many low-income people do not access care and go to the hospital ER when they need services.

Other demographic data for the area: 1,013 people are uninsured, 4,485 people have public insurance (Medicaid, Medicare), 21% live in poverty, and the per capita income is \$30,000 compared to Hawaii \$43,000/capita. 21% of South Kona residents are self-employed, as compared to 13% statewide, which typically means they have no insurance. Nearly 20% percentage of South Kona/ Ka`u residents are 65+, as compared to other parts of our service area. Bottom line, without access to primary care, the cost of treating these individuals when they are sick rises significantly—a cost that gets transferred to the public through higher premiums and fees and ultimately an increased tax burden

To address this significant unmet need for health care services in this region WHCHC is expanding our Kealakekua Health Center, for which we received two GIA awards, and now we are opening a school based health center at Honaunau Elementary to further address the incredible need. The Honaunau School Based Health Center will help further expand primary health care services in the region and

improve access to care for low-income and vulnerable populations. **This GIA request will add two health professionals, a medical provider and a medical assistant at the Honaunau School Based Health Center location. Once the site is fully operational, these two health professionals will see over 1,800 underserved people. WHCHC will also be providing behavioral health services, tele-dentistry, health education and outreach services and at this location. Once fully operational the Honaunau School Based Health Center will see 2,500 patients (medical, dental, and behavioral health).**

4. Target Population

Anyone who walks through the doors of a WHCHC health center will be seen regardless of income. Our target population is the low-income, uninsured and underinsured person who has difficulty accessing care. The Honaunau School Based Health Center will follow the same protocol. Federal data indicates that there are a total of 16,800 people living in this region of the Big Island (Kealahou, Captain Cook, Honaunau, Hookena, Miloli'i, and Ocean View). Of this population 65.94% are of a racial/ethnic minority including Native Hawaiians, Hispanic/Latinos, Asian, and Marshallese all of whom statistically experience greater health disparities than the general population.

Native Hawaiians -Native Hawaiians suffer from some of the greatest health disparities of any race/ethnicity in the state of Hawaii. There are currently 3,995 Native Hawaiians living in this service area, and, at Honaunau Elementary 41% of students are Native Hawaiian which makes the new Honaunau School Based Health Center ideally situated to help provide much needed primary health care services, and enabling services, to some of Hawaii's most underserved Native Hawaiian families.

Marshallese - A recent influx of Marshallese immigrants has occurred in this region under the Compact of Free Association between the US government and the Federated States of Micronesia. The Marshallese have settled in the South Kona/ Ka'u region due to the affordability of housing. People arriving from the Marshall Islands have limited English proficiency and significant health care needs. Due to the limited health care infrastructure in the Marshall Islands, and a culture of not seeking preventative primary care services, the Marshallese immigrants have high rates of chronic health conditions such as diabetes, hypertension, as well as very poor oral health. The gap between the Marshallese and the health care system is widened by a language barrier and financial hardship that is common for those who arrive with limited job skills. The Marshallese have arrived in our service area with other serious diseases such as tuberculosis and Hansen's Disease (leprosy) which require special attention to diagnose and treat these otherwise rare conditions.

Migrant/Seasonal Farm Workers - There is strikingly little data available on migrant and seasonal farm workers who live and work in this service area. We do know that 61% of the students at Honaunau Elementary School have been identified as being children of migrant and seasonal farm workers, and thus the school has been identified as a Migrant Education School. Many of the children from migrant farm worker families at Honaunau Elementary are Spanish speaking with limited English proficiency.

In an attempt to better understand the needs of the migrant and seasonal farm workers, and our local Spanish speaking community, WHCHC held a series of focus group meetings with the Spanish speaking (Hispanic/Latino) community. When asked to identify the most common problems impacting the Hispanic community, participants identified the following:

- Lack of transportation to health care facility.
- Health education needed: sexual education, alcohol and drug education.
- "No protective supplies provided to us on the fields like masks, gloves. The acid from coffee and insecticides/pesticides can affect us. It depends on the type of work you are doing."

- Availability of interpreters – no interpretation available.
- Because of limited childcare some workers bring children to work with them in the fields.
- Housing is a problem. They have high rent so have to take into consideration how much to pay rent, how much to pay the doctor and medicines. Two to three families may be living together. Most of them said they had the basics with their housing (i.e., electricity and running water), but one person said they had no electricity and the place needs a lot of work to fix it up.
- Racism – personal treatment being Latino, “You don’t belong here”. Feel that the quality of care is different because of race and age.
- Not having health insurance impacts on being able to get medical treatment. Takes 15-20 days to get appointment or told to get to the ER. Some resort to home remedies or homeopathic remedies first.
- Ongoing fear because of the lack of documentation. With no social security number, people are fearful of applying. With no driver’s license, a person can’t apply for car insurance. With International Driver’s License, insurance is more costly.
- Problems with renewing passports – lack of access to consulate offices.

At West Hawaii Community Health Centers, we know there is an urgent health crisis happening among the farm workers as we currently treat hundreds of these workers in our health centers each year presenting symptoms of eye irritations, respiratory problems, and skin lesions. Unfortunately, due to transportation barriers and other access issues, many of these agriculture workers do not seek treatment for primary medical care until their symptoms become acute and then they will go to the emergency room for treatment.

5. **Geographic Service Area**

The Honaunau School Based Health Center service area encompasses the southwest region of the Island of Hawaii. The Honaunau School Based Health Center service area is rural and consists of 4 zip codes: 96740 (Kealahou), 96704 (Captain Cook), 96726 (Honaunau), and 96737 (Ocean View). Captain Cook and Honaunau are rugged tropical regions with steep cliffs that spans a 25-mile corridor along the southwest coastal area of Hawaii Island, it is an agrarian region known predominantly for coffee production. Ocean View, by contrast, is located on the hard-black barren surface of a 1916 lava flow.

The Honaunau School-Based Health Center service area is a sub-district of WHCHC’s service area. The WHCHC service area encompasses an 83-mile corridor along the western coast of Hawaii Island. The whole WHCHC service area consists of seven zip codes (96738, 96740, 96725, 96750, 96704, 96726, and 96737).

II. **SERVICE SUMMARY AND OUTCOMES**

1. **Scope of Work**

This request is for \$175,000 in an operational GIA to hire two health care professionals – a medical provider (APRN/PA) and a medical assistant—who will see 1,800 at the new Honaunau School Based Health Center located in South Kona. WHCHC currently serves 4,640 of the 16,800 South Kona/Ka`u residents. With the addition of these health care providers, WHCHC will deliver health care to over 2,500 patients (medical, dental, and behavioral health) at the Honaunau School Based Health Center, generating 7,000 patient visits. The majority of individuals served will be low-income, Medicaid and/or uninsured, children and adults who live in Kealahou, Captain Cook, Honaunau, Hookena, Miloli`i, and Ocean View. **Operationally, these positions will be self-sufficient and generate patient revenues**

adequate to cover all their operating costs. No additional State funds will be required to support the operations of this facility.

2. Project Timeline

Summarized below.

- By 12/31/2020—Two health care professionals (nurse practitioner and a medical assistant) will have been hired and will be providing care to patients.
- By 12/31/2022—1,800 new previous underserved patients will have received health care services at the Honaunau School Based Health Center.

3. Quality Assurance and Evaluation

Over the past 15 years, West Hawaii Community Health Center, Inc has grown from a three exam, 6-person organization to a multi-site, 194 staff organization that serves over 16,000+ patients each year. The key to this growth has been stable and experienced leadership, strong planning and management with accountability, and a clear vision of where we were heading. We expect nothing less on this project.

West Hawaii Community Health Center has established performance improvement plans and processes for all aspects of its clinical operations. Compliance is a major focus and is incorporated into our general operations and includes regular audits of our operations. Quality indicators are identified, and clinical indicators are tracked regularly through our electronic health records and management software. Policies and procedures are in place for personnel, finance and most clinical areas. WHCHC holds itself to the highest standards.

Indicators that the organization monitors for operational performance include:

- Patient Access—panel size, appointment waiting times, cycle time in the clinic;
- Best Practices—patient care outcomes especially for chronic disease;
- Viability—billing, collection, reimbursement, coding compliance;
- Leadership—Overall patient satisfaction, staff satisfaction, employee turn over rate.

4. Measure(s) of Effectiveness

- Outcome 1:** WHCHC—Honaunau School Based Health Center will be fully operational and providing health care to 2,500+ patients annually and deliver 7,000 patients visits. The 2 new health providers will see 1,800 of those patients who were previous underserved or without a PCP.
- Outcome 2:** Quality indicators for chronic disease for the Honaunau School Based Health Center will be comparable to all other Sites operated by WHCHC
- Outcome 3:** Honaunau School Based Health Center will operate in the black, income exceeding expenses and the two new positions will be self-sufficient.
- Outcome 4:** Results of Honaunau School Based Health Center patient survey will be comparable to patient surveys at the other WHCHC centers.

III. FINANCIAL

1. **Budget forms are attached. Supporting documentation includes the proposed space program which is attached behind the budget sheets.**
2. Below is the anticipated quarterly funding request for the project.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Request
\$43,750	\$43,750	\$43,750	\$43,750	\$175,000

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

WHCHC is not seeking any other source of funding for increasing the number of health care providers serving the South Kona district. If funding is not secured, WHCHC will continue to serve the area with the existing staff and will be unable to expand the number of patients currently seen.

Funding for the general operation of Honaunau School Based Health Center is included in WHCHC's overall budget. Funds for operation come from numerous sources:

- 13.5% are federal 330e funds
- 2% from DOH grants and contracts
- 4% from private revenue sources, including donations.
- <1% from County of Hawaii Non-Profit grants
- 80% of operating funds come from patient-generated services in the form of reimbursement from Medicaid, Medicare, commercial insurance and patient co-payments.

4. There are no federal or state tax credits associated with this project.
5. List of federal, state, and County contracts, grants, and grant in aids over the past three years.
 - Federal Grant
 - 330e Community Health Center. Each of the past 3 years
 - State Contracts and GIA received over the past 3 years
 - CIP 2017 capital GIA for renovation of leased space at Kealakekua Center
 - GIA 2019 Award for Operations at Kealakekua Health Center
 - DOH: For the past 3 years WHCHC has had the following contracts: Purchase of Service Agreement, Perinatal Support, Breast Cervical Cancer Treatment.
 - County of Hawaii Grant received over the past 3 years
 - Non-Profit Grants for various projects including adult dental services, school-based clinic in Honaunau, homeless outreach care, pharmacy benefit for patients.
6. Unrestricted Current Assets: \$4,031,212

IV. EXPERIENCE AND CAPABILITY

A. Necessary Skills and Experience

WHCHC has a strong senior management team with excellent management skills and many years of experience in managing programs as well as construction projects. The key people are:

- Executive Director with 40+ years of managing and developing community-based programs, eighteen of those years running community health centers. He has been WHCHC President/CEO since 2005.
- Finance Director with an MBA in finance and experience in the non-profit as well as private sector for 30+ years. She has been with WHCHC since 2008.
- Operation Director with a PsyD Psychology. She has been with WHCHC for over 10 years.
- Medical Director who is a Physicians Assistant graduating from Pacific University. Has been with WHCHC for over 10 years.

The West Hawaii Community Health Center, Inc has been providing medical services continuously since January 2005 and has undergone a two federal compliance reviews, an external management review, as well as annual A-133 independent audits. Passing these audits has demonstrated that WHCHC has the financial, clinical and administrative systems in place, but most importantly, it demonstrated that patients are receiving quality, accessible, affordable health care.

WHCHC currently employs 194 people, that includes 19 medical clinicians (family physicians, pediatricians, family nurse practitioners, physician assistants), 10 behavioral health specialists (psychiatrists, psychologists, clinical social workers), 6 dentists, 3 dental hygienist, 10 RNs as well as case managers, operations, billing, accounting and eligibility staff.

B. Facilities

West Hawaii Community Health Center, Inc (WHCHC) currently has multiple locations at which it provides health care. Each location is described below:

- WHCHC—Kealakekua: Currently WHCHC operate out of three small sites in Kealakekua with a total of 4,000 sq. ft leased space--one clinic is dedicated to keiki dental, another to keiki medical, and the third to adult medical. These three sites are being consolidated into a single larger location in Kealakekua. WHCHC received a state CIP in the amount of \$925,000 toward this renovation. The renovation is expected to be completed in October 2020 and will add 5,000 sq. ft of new space. WHCHC also received a GIA award in 2019, for \$225,000 to assist with one time operational costs needed to expand services at this location.
- WHCHC—Kailua-Kona Health Center: This is a 9,000 sq. ft leased multi-office facility located in the center of Kailua Kona. WHCHC offers out-patient medical and behavioral health services at this location.
- WHCHC--Waikoloa Health Center This clinic is 3,00 sq. ft leased space located in the Village Market at Waikoloa Village. It offers medical, dental and behavioral health services.
- WHCHC—Kealakehe Health Center This facility is 10,500 sq.ft. located in the Hawaiian homestead area of La`i`Opua. It was constructed in 2015 and offers medical, dental and behavioral health services.

V. PERSONNEL—PROJECT ORGANIZATION AND STAFFING

A. Proposed Staffing, Staff Qualifications, Supervision and Training

When fully operational the Honaunau School Based Health Center expects to have 1 FTE medical provider, .5 FTE behavioral health specialist, 1 FTE medical assistant as well as nursing and other support staff such as a care coordinator, case manager, eligibility and outreach workers. This GIA request will fill two of these positions—a medical provider and a medical assistant.

Supervision of these staff will fall under the established management structure of the organization, with on-site clinical management given to a site supervisor. WHCHC has regular all staff meetings and weekly manager meetings. Training is made available to all staff and all new staff is oriented to the organization. Clinical staff also receives two weeks of clinical orientation from the Medical Director and Director of Nursing. In addition, WHCHC management staff (IT, HR, finance, clinical quality, and nursing) will provide necessary supervision and on-going training/support to insure all processes and work flows are standardized throughout the system. This is standard operating practice throughout the organization.

B. Organizational Chart

The organization is governed by a Board of Directors, a majority who are users of the clinic's services. The Board has delegated responsibility for day-to-day operations to the President/CEO. The CEO along with the management team oversee all functions of the organization. *See the attached organizational chart.*

C. Compensation of top 3 employees

CEO -- \$218,000; Medical Director MD --\$200,000; Dental Director, DDS --\$200,000

VI. OTHER

A. Litigation

There is no pending litigation against the West Hawaii Community Health Center or any of the Center's staff.

B. Licensure or Accreditation

West Hawaii Community Health Center has all required licenses needed to conduct a medical practice.

C. Private Educational Institutions

Not Applicable

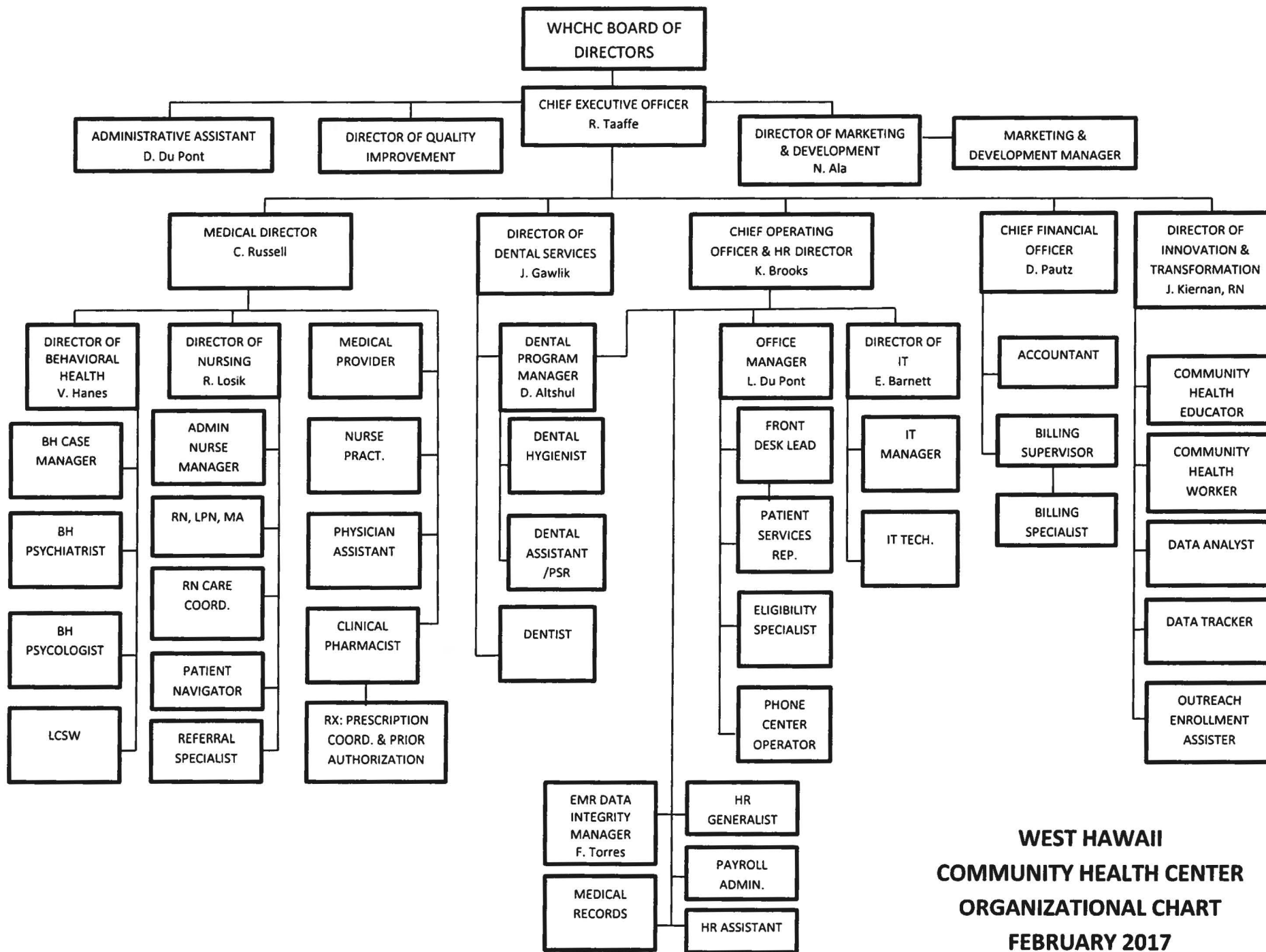
D. Future Sustainability Plan

WHCHC will not seek future GIA funding for these positions or for their support staff.

On-going operational funding for the two health care positions will be generated through patient revenues. Since 80% of WHCHC operating support is patient-generated, once the providers are seeing a full panel of patients—usually 6-9 months-- reimbursements from Medicaid, Medicare, and commercial insurance claims will support these positions and the staff who support them, i.e. MA, RN, care coordinators, educators. WHCHC does not have enough financial reserves to support these new positions without external funding. However, once in place and seeing a full panel of patients, the positions will be self funded.

E. Certificate of Good Standing

Attached



**WEST HAWAII
COMMUNITY HEALTH CENTER
ORGANIZATIONAL CHART
FEBRUARY 2017**



**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: WEST HAWAII COMMUNITY HEALTH CENTER, INC

DBA/Trade Name: WEST HAWAII COMMUNITY HEALTH CENTER, INC

Issue Date: 12/30/2019

Status: Compliant

Hawaii Tax#: 148-408-5248-01
New Hawaii Tax#: GE148408524801
FEIN/SSN#: XX-XXX5394
UI#: XXXXXX8072
DCCA FILE#: 206368

Status of Compliance for this Vendor on Issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation Internal Revenue Service	Compliant Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

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

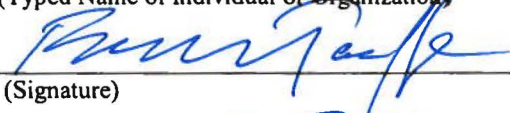
The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants 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 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, 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 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 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.

West Hawaii Community Health Center, Inc
(Typed Name of Individual or Organization)

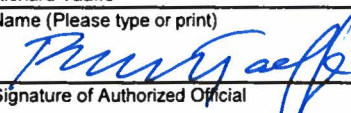
 1-16-2020
(Signature) (Date)

Richard J. Taaffe CEO
(Typed Name) (Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

App West Hawaii Community Health Center Inc.

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	150,000			
2. Payroll Taxes & Assessments				
3. Fringe Benefits	25,000			
TOTAL PERSONNEL COST	175,000			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	175,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested		Richard Taaffe	808-326-3878	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested			1/16/2020	
(d) Total Private/Other Funds Requested		Signature of Authorized Official	Date	
TOTAL BUDGET	\$175,000 180,000	Richard Taaffe, CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

West Hawaii Community Health Center Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Mid-Level Medical Provider - APRN	1	\$110,000.00	100.00%	\$ 110,000.00
Medical Assistant	1	\$40,000.00	100.00%	\$ 40,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				150,000.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

West Hawaii Community Health Center

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	0
			\$ -	0
			\$ -	0
			\$ -	0
			\$ -	0
TOTAL:				
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

West Hawaii Community Health Center Inc.

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	0	0	0	0	0	0
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

App: West Hawaii Community Health Center

Contracts Total: 2,319,500

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Breast & Cervical Cancer Prevention	7/2013-6/2020	DOH	State	288,500
2	Perinatal Support Service	7/2014-6/2020	DOH	State	150,000
3	Purchase of Services for Primary Care	7/2013-6/2020	DOH	State	550,000
4	CIP for Renovation of Kealakekua leased space	7/2017-6/2020	DOH	State	925,000
5	Kealakekua - South Kona Health Operations	7/2019-6/2022	DOH	State	225,000
6	Adult Dental for Underserved	7/2013-6/2020	Finance	County of HI	50,000
7	Shippers Warf	1/2015-6/2018	Finance	County of HI	100,000
8	Hounaunau Health and Education Outreach	7/2017-6/2018	Finance	County of HI	16,000
9	Outreach to Vulnerable Populations	7/2019-6/2020	Finance	County of HI	15,000
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Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing



AUTHORIZED SIGNATURE

RICHARD TAAFFE, CEO

PRINT NAME AND TITLE

JANUARY 15, 2020

DATE