

## 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



Peter Silva Executive Director

11/20/23

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE

**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:                      Hawaii Island HIV/AIDS Foundation                      Kumukahi Health + Wellness

Amount of State Funds Requested: \$ 145,000

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

Hawai'i Island HIV/AIDS Foundation, dba Kumukahi Health + Wellness is applying for capital improvement funds to support the renovation and expansion of our Hilo and Kona offices to meet the continual demand of our specialized programs. These current spaces limit amount of clients, patients and program participants we continue to support. This funding would assist us in meeting ADA requirements, better achieve HIPAA guidelines, and take proper the current pandemic precautions in physical meeting spaces.

Amount of Other Funds Available:

State:                      \$ \_\_\_\_\_  
Federal:                      \$ \_\_\_\_\_  
County:                      \$ \_\_\_\_\_  
Private/Other: \$ 10,000

Total amount of State Grants Received in the Past 5

Fiscal Years:                      \$ 5,607,519.71  
Unrestricted Assets:                      \$ 605,905

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:

101 Aupuni St., Suite 1014-C  
City:                      State:                      Zip:  
Hilo                      HI                      96720

Contact Person for Matters Involving this Application

Name: Peter T. Silva	Title: Executive Director
Email: psilva@kumukahihealth.org	Phone: (808) 982-8800

Federal Tax ID#:

State Tax ID#



Authorized Signature

Peter T. Silva, Executive Director

Name and Title

1/20/2022

Date Signed

## Application for Grants

*If any item is not applicable to the request, the applicant should enter "not applicable".*

### **I. Certification – Please attach immediately after cover page**

#### **1. 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, 2022.

[Attached.](#)

#### **2. Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#).

[Attached.](#)

#### **3. Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

[Kumukahi Health + Wellness confirms that the requested grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.](#)

### **II. 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. Please include the following:

#### **1. A brief description of the applicant's background;**

[Hawai'i Island HIV/AIDS Foundation, dba Kumukahi Health + Wellness, \(herein Kumukahi\) is a 35 year old community based organization dedicated to meeting the health and wellness needs of our most vulnerable populations here in Hawai'i. Kumukahi's mission is to provide medical, social, behavioral and cultural services that help to decrease health inequities and serve as a safety net to those who may fall through the gaps in standard healthcare systems. Kumukahi began as an agency to assist those living with and affected by HIV, and we have used the lessons learned from](#)

this epidemic to expand our services to similar health disparities. In addition to HIV testing and case management programs, Kumukahi now also provides health education to businesses, schools and community programs, overdose prevention and Narcan trainings, rental subsidy assistance, Med-QUEST insurance navigation, cultural humility trainings on gender, syringe exchange services, LGBTQ+ health, and We also opened the Aiaola Sexual Health Clinic to provide HIV and viral hepatitis medical services, vaccination clinics to prevent the spread of communicable diseases (such as MPox), gender-affirming care, and wound care outreach in the community.

Kumukahi Health + Wellness has been continually providing services since 1985 for Hawaii County under the names Hawai'i Island HIV/AIDS Foundation, Big Island AIDS Project and West Hawaii AIDS Foundation. We have successfully implemented programs funded through State and National contracts. Kumukahi has also sought out funding through other entities such as HUD, HOPWA, State and County Grant Programs and through non-profit, and civic organizations such as Hawai'i Island United Way, Waikiki Health, Hawai'i Health & Harm Reduction Center, etc. We provide extensive and comprehensive training for all personnel in both care and prevention modalities and utilize dynamic and forward-thinking programs to advance health outcomes and decrease the incidence of HIV, HCV and sexually transmitted diseases in Hawaii County. We have always been a leader in Hawaii County in the area of care. In addition, through community outreach and education, as well as specific prevention programs directed to LGBTQ+, substance using, and other high-risk populations, Kumukahi has led the way to better health outcomes for our most vulnerable populations.

**2. The goals and objectives related to the request;**

Objective:

Kumukahi Health + Wellness has outgrown its office space over the past 2 years in both the East and West Hawaii offices. The steady increase of HIV and other STI cases means an increased need for specialty clinic care. In addition, we've increased our capacity to reach the underserved rural health communities of our County to provide Prevention and MedQUEST services. Growth with our client base has meant an influx of new staff hires for all departments. Our current office spaces do not accommodate the growth and have presented barriers to providing quality patient care, privacy concerns for our patients, and promoting staff safety. Kumukahi Health + Wellness has worked with the building managers for remodeling approval with both offices; and has secured architects and contractors for labor, materials, and incidentals towards our office improvements.

Goals:

Kumukahi has 2 initiatives for 2023/2024:

1) East Hawaii office remodeling for the reception area. The reception area space remodel will increase patient privacy, accommodate 3 administrative assistants; and professionalize the reception area, providing a safe space for our younger patients and clients who are willing to come in for services since our rebranding.

2) West Hawaii office expansion of floor plan to accommodate our sexual health clinic growth with 2 new providers and dedicated nurse; an additional Medical Case Manager, a newly hired receptionist. In addition, our community outreach and partnerships have seen the growth of our Prevention, Outreach, and Engagement team, which has brought in more clients for syringe exchange and testing. Partnership with Hawaii Island Community Health Center is also allowing for growth with both our Prevention and Med-QUEST teams.

**3. The public purpose and need to be served;**

In 2022, Kumukahi Health + Wellness was awarded the Statewide MedQUEST contract to provide access to Medicaid enrollment on all islands. We've secured partnerships with various Statewide community providers to bring the services to all qualifying Hawaii residents. In our Statewide partnerships, we've planned and coordinated events at our partner venues for health fairs and other population specific activities. Kumukahi Health + Wellness office serves as the central hub for this contract.

Additionally, our Clinic funding was renewed to allow us to better serve Hawaii County residents and be a resource for all primary care providers seeking Sexual Health care for their patients. The clinic space also serves as a residency site for the Hawaii Island Family Medical Residency program as well as serving as a national internship for Medical students seeking Specialty HIV care training abroad.

Kumukahi was also awarded the Department of Health contract to provide Integrated HIV, STI, and Viral Hepatitis Prevention and Case Management Services for Hawaii County. This is a 2-year program starting 2023 that will bring prevention and care services for all individuals living with HIV as well as directing services to specific targeted populations.

**4. Describe the target population to be served; and**

Kumukahi Health + Wellness has an open door policy to service all residents of Hawaii county. We have long been the primary support agency for our LGTBQIA+ communities on Hawaii Island by endorsing local Pride events in both East and West Hawaii. With our most recent contract awards, we've also been able to expand services to include all Statewide residents eligible for Med-QUEST benefits, Native Hawaiian and Pacific Islanders, especially those living or residing in rural county areas, e.g. Hawaii Ocean View Estates and South Kona, Kohala, and lower Puna. We've also partnered with local

and county offices to service our justice-involved and severely mentally communities through joint partnerships with Community Care Services and the Adult Mental Health Division. We also saw a gap in service for our COFA and migrant farm workers, as well as employees of tourism service industries, and have designed programs and partnerships to specifically target these populations.

5. Describe the geographic coverage.

Kumukahi Health + Wellness services primarily Hawaii County, but we've been able to expand our Med-QUEST support Statewide to cover residents in the counties of Kaua'i, Maui and the City & County of Honolulu.

### **III. 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 capital improvements will be focused on the design and renovations of the Hilo Office at Hilo Lagoon Centre and the new Kona Office in Palani Court. Kumukahi has occupied these office spaces for over 3 years, and now we have secured at a long-term lease (5 years) at both buildings with the options to extend another 5 year term. The capital improvements at each site is as follows:

#### **Hilo Lagoon Centre, Suite 1014-C (101 Aupuni St., Hilo, HI 96720)**

##### Scope of Work:

Renovation of the front reception area to accommodate the growth of programs, meet ADA guidelines, adhere to HIPAA standards, and create an additional receptionist desk to register and triage multiple patients.

##### Tasks and Responsibilities:

Hemajang Studio (HS) is responsible for the design and management of the project. HS has already employed an electrical engineer and completed a LIDAR scan to create highly accurate blueprints of the curved building. The plans have been approved by the agency and the permit application was submitted to the County Planning Department on 11/4/22. HS expects the permits to be approved by July or August 2023. HS will be responsible to manage the project and assure it is completed as designed.

Sun Construction Inc. is responsible for the construction of the front office desks and design. They signed off on the permit application as well. Sun Construction has a long history of construction projects in East Hawai'i and came highly

recommended from local businesses in Hilo. They will initiate construction once the permit is approved. Sun Construction Inc. will be overseen by Hemajang Studio until the completion of the project.

**Palani Court, Suite 207 (74-5620 Palani Rd., Kailua-Kona, HI 96740)**

Scope of Work:

Kumukahi will be moving offices from Suite 101 to a larger upstairs office, Suite 207. The office current office is too small to accommodate the expansion of services, and there is only one private room to must be juggled by the clinic patients, case management clients, and counselor/testers. The new office will clinic rooms with sinks, a lockable food pantry, a syringe exchange room and an extra room for the growing staff.

Kumukahi is redesigning the current office floor plan to meet our program needs and maximize the space for future expected growth. This includes moving the reception wall back 4 feet, adjusting the electrical (lighting and outlets), adding plumbing for the sinks, adding cabinetry, installing new flooring, painting, and moving office equipment.

Tasks and Responsibilities:

Piper Designs (PD) will be redrawing the blueprints according to our specifications, which is almost complete. PD has many years of experience, and has also redesigned office spaces in Palani Court, so they are familiar with this building's infrastructure. PD will contract the electrical and plumbing engineers in order to finalize the plans. PD will be responsible for submitting the plans to the County and will oversee the construction of the project until its completion, expected in Spring 2024.

Rick Breen Builders, LLC (RBB) is responsible for the construction of the project. RBB has submitted their bid for the renovation of Suite 207 and are willing to work with us on containing costs wherever possible. They are also familiar with the Palani Court building. We have accepted their bid, so RBB will submit the permit application with Piper Designs. They have already met one another, and have worked on projects together in the past.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

The projected annual timeline for each office is as follows:

Hilo Office

<u>Month</u>	<u>Activity</u>	<u>Responsibility</u>
July 2023	Approval of the permit	County of Hawaii
Sept 2023	Meet with Kumukahi staff, project	Hemajang Studio will facilitate

	manager, building manager and contractor to review scope of work and finalize construction details and timeline. Notify staff, clients and community of construction and the timeline.	meetings.  Kumukahi Director of Operations
Oct 2023	Move reception to the conference room and place curtain around construction area. Ensure emergency exits are maintained.	Kumukahi Director of Operations
Nov – Dec 2023	Construction begins. Project manager will oversee all aspects. Ongoing weekly meetings to ensure work quality and keep within budget.	Hemajang Studios  Kumukahi Director of Finance
Jan 2024	Construction is completed. County provides final inspection and approval.	Hemajang Studios
Feb 2024	Final Report. Community Open House	Kumukahi Director of Operations

Kona Office

<u>Month</u>	<u>Activity</u>	<u>Responsibility</u>
Oct 2023	Approval of the permit	County of Hawaii
Nov 2023	Meet with Kumukahi staff, project manager, building manager and contractor to finalize construction details and timeline. Notify staff, clients and community of construction and the timeline.	Piper Designs will facilitate meetings.  Kumukahi Director of Operations
Dec 2023 – Mar 2024	Construction begins. Project manager will oversee all aspects. Hold weekly meetings to discuss work progress and quality. Ensure costs stay within budget.	Piper Designs  Kumukahi Director of Finance
Apr 2024	Construction is completed. County provides final inspection and approval.	Piper Designs
May 2024	Final report. Community Open House	Kumukahi Director of Operations

- Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and



The design and construction of the project will ultimately be overseen by the Executive Director in coordination with the Director of Finance and Operations. Kumukahi staff already have a strong working relationship with both project managers and regular meetings will be held to ensure the project is moving along as planned. We will also be mindful of cost by monitoring invoices and holding regular discussions with the contractors and the project managers. If extra costs arise, Kumukahi will work to secure additional funding as needed.

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.

Kumukahi's EFO Team (Executive Director, Finance Director and Operations Director) will meet weekly with the Project Manager to ensure progress on the project and deadlines are being met. The EFO Team will communicate our progress to the respective State agency as required. Pictures and invoices shall be included. The purpose to the team will to help to ensure:

- Fiscal responsibility by remaining within the projected budget and containing project costs.
- Completion of activities within the proposed deadline
- Records are properly maintained and available for review
- A fair and transparent process
- Regular reports are sent as required by the appropriate State agency
- Make changes as needed or communicated by the funding agency.

## **IV. Financial**

### **Budget**

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
  - 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)
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$45,000	\$45,000	\$45,000	\$10,000	\$145,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

- [County of Hawai'i](#)
- [State of Hawai'i Department of Health, Harm Reduction Services Branch](#)
- [State of Hawai'i Department of Human Services, Med-QUEST Division](#)
- [Hawai'i Community Foundation](#)

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.

[Not applicable.](#)

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2024 for program funding.

[Prior 3 Years](#)

[Please refer to the Budget attachment "List of Government Contracts"](#)

[Receiving in FY 2024](#)

[DOH HIV Prevention/Case Management](#)

[HRSA Ryan White funding](#)

[DHS/NIHP](#)

[HUD/NIHP](#)

[Med-QUEST Division](#)

[Hawai'i Community Foundation](#)

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.

[\\$605,905](#)

## **V. Experience and Capability**

### **1. 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.

Hawai'i Island HIV/AIDS Foundation, dba Kumukahi Health + Wellness, (herein Kumukahi) is a 35 year old community based organization dedicated to meeting the health and wellness needs of our most vulnerable populations here in Hawai'i. Kumukahi's mission is to provide medical, social, behavioral and cultural services that help to decrease health inequities and serve as a safety net to those who may fall through the gaps in standard healthcare systems. Kumukahi began as an agency to assist those living with and affected by HIV, and we have used the lessons learned from this epidemic to expand our services to similar health disparities. In addition to HIV testing and case management programs, Kumukahi now also provides health education to businesses, schools and community programs, overdose prevention and Narcan trainings, rental subsidy assistance, Med-QUEST insurance navigation, cultural humility trainings on gender, syringe exchange services, LGBTQ+ health, and We also opened the Aiaola Sexual Health Clinic to provide HIV and viral hepatitis medical services, vaccination clinics to prevent the spread of communicable diseases (such as MPox), gender-affirming care, and wound care outreach in the community.

Kumukahi will be reimagining and rebuilding the front lobby and meeting areas of our Hilo office and moving into a bigger space for our Kona office locations to welcome clients and patients of our community and create a safe space for them as stated in our new mission statement. The current lobby in our Hilo office is outdated, difficult to navigate, and does not provide a confidential area to have clients feel comfortable. We have outgrown our current office in Kona and found a bigger office space to accommodate the vital services for our community. We want our clients to feel the aloha spirit that we have for them, and not be just another cold social service/medical office. As a harm reduction agency, we are often the last place our HIV positive clients can go to get food, medical care and a warm hug!

## **2. 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.

Kumukahi Health + Wellness is headquartered in Hilo with a secondary office in Kailua-Kona on the island of Hawaii. Kumukahi currently employs 27 staff. Our Hilo office houses 3 departments within the office space for this proposal, consisting of 15 staff members. Our Care Services Department has 6 staff members which provides Case Management to over 270 HIV positive individuals to access health, housing and food pantry services. Our Harm Reduction Services and Community Engagement Department consists of 3 staff members who provide testing and education services for HIV, Hepatitis C and STI's. Finally, our Sexual Health Clinic consists of 3 staff members who provide HIV specialty and sexual health services services

focused on HIV care, Pre-Exposure Prophylaxis (PrEP), gender affirming care, STI testing and treatment, Hepatitis C evaluation and treatment, and LGBTQ+ health. Our Kona office consists of 5 staff members and 4 management staff who commute between both offices with the same services offered in our Hilo office. In addition, we also have a Syringe Exchange Program. We are in the process of moving into a larger office that will require a build out cost.

This project will focus on our two locations. Renovation for our Hilo office to address our aging reception area, which is outdated, not ADA friendly and presents a huge unwelcoming wall to our clients. Moving into a larger space and buildout cost for our Kona office which will create a space that is warm and welcomes our clients with the aloha spirit. We envision a more inviting, mind easing and professional space while maintaining privacy. Often times clients are coming with a new HIV diagnosis, sexual assault or some very personal trauma that happened in our lives, so our team does all we can to make the person feel at ease, comforted and attended to. Our team is amazing, but we also know that the physical space also plays a big role in assisting our clients to feel reassured.

## **VI. Personnel: Project Organization and Staffing**

### **1. 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.

Peter Silva, Executive Director: Peter is the Executive Director of Kumukahi Health + Wellness and is a Hilo native. His role is to lead our team and to do so, he draws on his culture as a native Hawaiian and recognizes “Hawaiian Values” as the foundation to assist his team to be the best they can be in serving their community. He has 25 years of experience of HIV, hepatitis, and STI counseling & testing. Served as Hawai'i State Department of Health Epidemiological Specialist for Hawai'i County. HIV Trainer in the U.S.-affiliated Pacific Islands. Clinical Operations Coordinator for Hawaii Island HIV/AIDS Foundation. Previous Board Member for the Native Hawaiian Healthcare System Primary Care Program on Hawai'i Island. Hawai'i Community Planning Group Co-Chair and 2022 Hawaii Alliance of Nonprofit Organizations cohort graduate.

Cindy Medeiros, Director of Operations: Cindy is the Director of Operations of Kumukahi Health + Wellness and is a Hilo native. Provides direct oversight on program goals, budget monitoring reporting and evaluation for the contract. Ensures programs have the necessary resources to conduct activities as required. Conducts. Provides direct client services if needed in Hilo and Kona. She has over 20 years' experience providing medical case management HIV/AIDS. Over 10 years' experience as Office Manager. Recipient of the 2015 State of Hawai'i Suzanne

Richmond Crum Award. Strong working knowledge of HIV and primary care, preventive health and medical case management.

Banar Polis, Finance Director: Banar is the Finance Director of Kumukahi Health + Wellness. She oversees and leads annual budgeting and planning process in conjunction with the Executive Director. She administers and reviews all financial plans and budgets; monitors progress and changes; and keeps the leadership team abreast of the organization's financial status. Over 10 years accounting experience. Bachelor's Degree in Statistics.

## 2. 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 organization chart that illustrates the placement of this request.

Please see attached Organization Chart

## 3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

<u>Position</u>	<u>Annual Salary Range</u>
Medical Director	\$90,000 - \$120,000
Executive Director	\$75,000 - \$95,000
Director of Operations	\$55,000 - \$70,000

## VII. Other

### 1. 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

### 2. Licensure or Accreditation

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

Not applicable.

### **3. Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

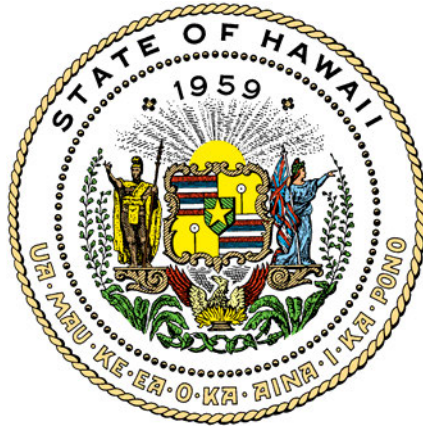
[Not applicable.](#)

### **4. Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2023-24, but
- (b) Not received by the applicant thereafter.

[This is a one time only ask for a capital improvement. It will also generate new funding for future projects once completed.](#)



## Department of Commerce and Consumer Affairs

### CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

HAWAII ISLAND HIV/AIDS FOUNDATION

was incorporated under the laws of Hawaii on 04/22/1993 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 17, 2023

Director of Commerce and Consumer Affairs



**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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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.

Hawaii Island HIV/AIDS Foundation, dba Kumukahi Health + Wellness

(Typed Name of Individual or Organization)

(Signature)

Peter T. Silva

(Typed Name)

(Date)

Executive Director

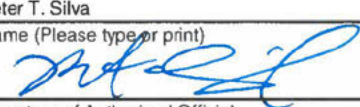
(Title)



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaii Island HIV/AIDS Foundation dba Kumukahi Health + Wellness

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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
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	145,000			
<b>TOTAL (A+B+C+D+E)</b>	<b>145,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	145,000	Peter T. Silva (808) 982-8800		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested		Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>145,000</b>	Peter T. Silva, Executive Director		
		Name and Title (Please type or print)		

## BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Applicant: Hawaii Island HIV/AIDS Foundation dba Kumukahi Health + Wellness Period: July 1, 2023 to June 30, 2024

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaii Island HIV/AIDS Foundation dba

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

JUSTIFICATION/COMMENTS:

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2023 to June 30, 2024

Applicant: Hawaii Island HIV/AIDS Foundation dba Kumukahi Health + Wellness

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2021-2022	FY: 2022-2023	FY:2023-2024	FY:2023-2024	FY:2024-2025	FY:2025-2026
PLANS	0	0	0	0		
LAND ACQUISITION	0	0	0	0		
DESIGN	0	0	20000	0		
CONSTRUCTION	0	0	125000	0		
EQUIPMENT	0	0	0	0		
<b>TOTAL:</b>			<b>145,000</b>			
<b>JUSTIFICATION/COMMENTS:</b>						
\$145,000 requested for the Architectural and Engineering Design, and the Construction Cost						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

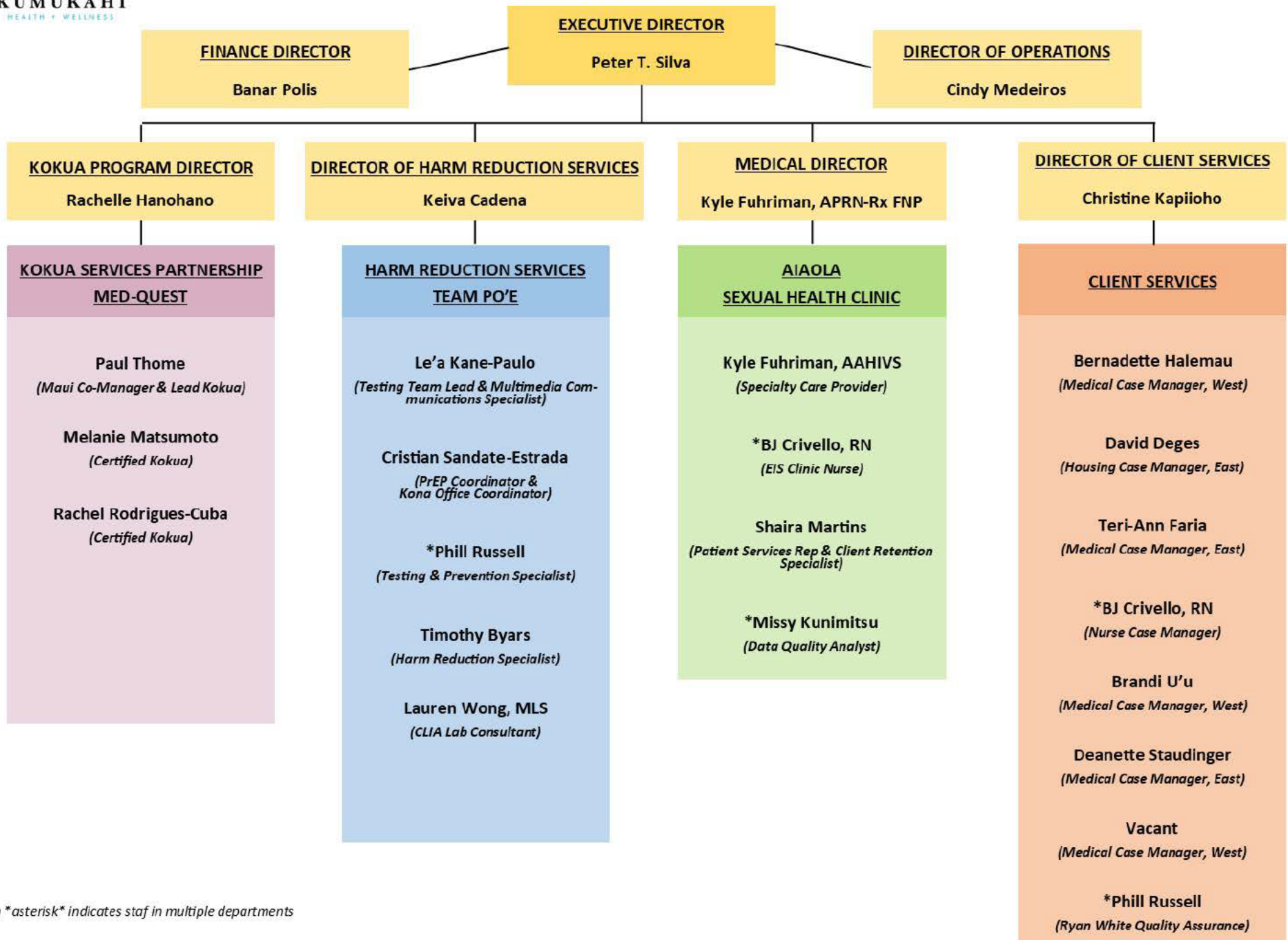
Applicant: Hawaii Island HIV/AIDS Foundation dba Kumukahi Health + Wellness

Contracts Total: 6,139,281

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
1	DOH Integrated	7/1/22 - 6/30/23	Department of Health	Hawaii State, Fed	692,582
2	DOH Integrated	7/1/21 - 6/30/22	Department of Health	Hawaii State, Fed	572,681
3	DOH HERO	4/1/21 - 3/30/23	Department of Health	Hawaii State	30,000
4	OD2A Overdose Data to Action	thru 8/31/2022	HHHRC Department of	Hawaii State	19,750
5	NIHP SPINS	5/1/22 - 4/30/23	Maui Aids Foundation	Federal	60,438
6	NIHP DHS	7/1/22 - 6/30/23	Maui Aids Foundation	Federal	20,256
7	Kokua MedQuest	7/1/22 - 6/30/24	Department of Human	Hawaii State	2,319,540
8	Kokua MedQuest	7/1/21 - 6/30/22	Department of Human	Hawaii State	823,390
9	EFSP	7/1/22 - 6/30/23	Hawaii United Way	Federal	8,000
10	Ryan White Part B	4/1/22 - 3/31/23	HHHRC	Federal	532,134
11	Ryan White Part B	4/1/21 - 3/31/22	HHHRC	Federal	402,843
12	Ryan White Part C	4/1/22 - 3/31/23	Waikiki Clinic	Federal pass-thro	295,000
13	Ryan White Part C	4/1/21 - 3/31/22	Waikiki Clinic	Federal pass-thro	280,000
14	Syringe Exchange Program	7/1/22 - 6/30/23	Department of Health	Hawaii State	30,986
15	Syringe Exchange Program	7/1/21 - 6/30/22	Department of Health	Hawaii State	40,181
16	HIV, HepC STI County Grant	7/1/22 - 6/30/23	Hawaii County	Hawaii County	4,000
17	Puna Community Outreach County Grant	7/1/22 - 6/30/23	Hawaii County	Hawaii County	2,500
18	Raise the Runway County Grant	7/1/22 - 6/30/23	Hawaii County	Hawaii County	5,000
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# KUMUKAHI HEALTH + WELLNESS ORGANIZATION WIDE CHART



An \*asterisk\* indicates staf in multiple departments