

**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.

Hawaii Island Community Health Center

Amount of State Funds Requested: \$ 1,020,000

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

HICHC is requesting public funds in the amount of (\$1,020,00) to finish the architecture and design phase of a new primary healthcare center in the medically underserved rural district of Puna, on Hawaii Island. The new healthcare facility will be in Kea`au and will be a hub serving four communities including Kea`au, Mountain View, Kurtistown, and Paho. The target population to be served by this proposal includes the entire population of these communities, with a special focus on providing a medical safety net for low income and high-risk populations.

Amount of Other Funds Available:

State: \$ 400,000

Federal: \$ _____

County: \$ _____

Private/Other: \$ _____

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

\$ 1,325,000

Unrestricted Assets:

\$ 9,026,000

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@hicommunityhealthcenter.org

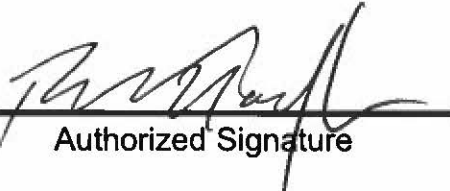
Phone:
808-326-3878

Federal Tax ID#:

██████████

State Tax ID#

██████████


Authorized Signature

Richard Taaffe, COE

Name and Title

01/16/2024

Date Signed

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) Hawaii Compliance Express Certificate (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



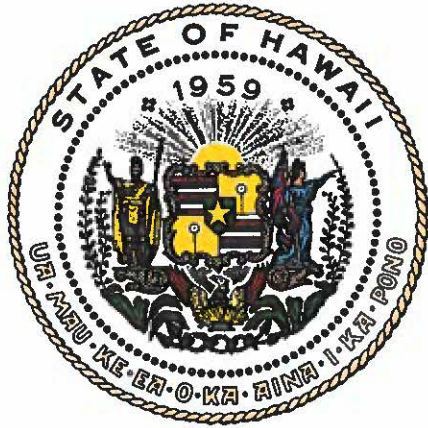
AUTHORIZED SIGNATURE

RICHARD TAAFFE, CEO

PRINT NAME AND TITLE

JANUARY 16, 2024

DATE



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

WEST HAWAII COMMUNITY HEALTH CENTER, INC.

was incorporated under the laws of Hawaii on 12/01/2003 ;
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: August 14, 2023

Director of Commerce and Consumer Affairs



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 (DCCA).

Vendor Name: WEST HAWAII COMMUNITY HEALTH CENTER, INC.

DBA/Trade Name: HAWAII ISLAND COMMUNITY HEALTH CENTER

Issue Date: 01/16/2024

Status: **Compliant**

Hawaii Tax#: [REDACTED]
New Hawaii Tax#: [REDACTED]
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	Compliant
8821	Internal Revenue Service	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	A status determination has not yet been made
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, 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, 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; and
- 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.
- 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, 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.

Hawaii Island Community Health Center
(Typed Name of Individual or Organization)


(Signature) 1/16/2024
(Date)

Richard Taaffe
(Typed Name) CEO
(Title)

**WEST HAWAII COMMUNITY HEALTH CENTER, INC
(dba)
HAWAII ISLAND COMMUNITY HEALTH CENTER
FY 2025 LEGISLATIVE
GRANT IN AID FOR A CAPITAL IMPROVEMENT PROJECT**

I. CERTIFICATION

1. Certificate of Good Standing *(see attached)*

2. Declaration Statement *(see attached)*

3. Public Purpose

Pursuant to Section 42F-102, Hawaii Revised Statutes, this proposal will be used for the public purpose of expanding access to primary health care services for low income and high-risk populations in the rural district of Puna, on Hawaii Island. West Hawaii Community Health Center (WHCHC), doing business as Hawaii Island Community Health Center (HICHC), is a Federally Qualified Community Health Center (FQHC), with 501(c)3 nonprofit status. HICHC provides preventive care, including primary medical, oral health, and mental health/substance use disorder treatment. HICHC provides essential health care services to medically underserved and vulnerable populations, including the uninsured and those living below the poverty level. As a FQHC we provide primary care services to everyone, *regardless of their ability to pay*. With this FY 2025 GIA proposal, HICHC is requesting public funds (\$1,020,000) for the purpose of completing the architecture and engineering for a new primary health center in the medically underserved rural district of Puna, on Hawaii Island. The new health care facility will be built in Kea`au and will be a hub serving four communities including Kea`au, Kurtistown, Mountain View, and Pahoa (zip codes 96749, 96760, 96771, and 96778). The target population to be served by this proposal includes the entire population of these communities, with special focus on providing a medical safety net for low income and high-risk populations.

Ensuring access to healthcare services for low-income and vulnerable populations is an indispensable investment that reduces healthcare costs for county, state, and federal governments. Beyond the inherent moral obligation to uphold the right to health for all citizens, this commitment is a farsighted strategy that significantly reduces long-term costs while fostering numerous social benefits. By providing timely and preventive healthcare interventions, governments mitigate the burden of untreated illnesses that often escalate into costly emergency room visits and hospitalizations. This proactive approach not only saves financial resources but also elevates the overall health of the population, leading to a more productive and engaged society. Moreover, accessible healthcare acts as a catalyst for economic growth, breaking the shackles of inequality and empowering individuals to actively participate in the workforce. It fosters resilience in communities, strengthens social bonds, and shapes a future where the well-being of every citizen is prioritized. In essence, investing in accessible healthcare for low-income and vulnerable populations is a wise, compassionate, and economically sound decision that reaps dividends in both fiscal responsibility and the holistic flourishing of our communities.

II. BACKGROUND AND SUMMARY

1. Applicant's Background

On July 1, 2022, West Hawaii Community Health Center (based in Kailua-Kona), and Bay Clinic (based in Hilo), merged to form Hawaii Island Community Health Center (HICHC). West Hawaii Community Health Center is the legally surviving entity and West Hawaii Community Health Center's EIN (20-0495394) remains for this organization. WHCHC has 18 years' experience serving the west side of Hawaii Island, and Bay Clinic has 40 years' experience providing primary care on the east side of Hawaii Island, with a combined total of 58 years' experience providing health care services to our Hawaii Island communities.

HICHC provides primary medical, dental, and behavioral health care throughout a service area that spans 20 zip codes including 96738, 96740, 96725, 96750, 96726, 96704, 96737, 96772, 96777, 96785, 96778, 96771, 96760, 96749, 96720, 96781, 96783, 96710, 96728, and 96773. This service area is home to 175,734 people, 38,072 (or 22%) of whom are registered HICHC patients.

HICHC is a Federally Qualified Community Health Center (FQHC) and as a FQHC we improve the health and well-being of underserved communities, while empowering people to become actively involved in solving issues unique to their needs and communities. We are innovators, healers, and problem solvers who reach beyond the constraints of the conventional healthcare delivery system. We focus on preventive care by addressing the social determinants that may cause poor health such as diet, nutrition, mental illness, homelessness, and substance use disorder. In addition to providing primary health care services, we offer enabling services to assist patients with specific barriers to care including translation services, insurance enrollment, referrals to specialists, and access to other social services. We provide these services regardless of the patient's ability to pay. We provide quality healthcare services to all and do not discriminate on the basis of race, color, national origin, age, disability, religion, or sex (including pregnancy, sexual orientation, and gender identity).

The mission of HICHC is to promote lifelong health and wellness through quality healthcare that is comprehensive, integrated, culturally responsive, and accessible to all. HICHC has a workforce of 440 employees, including 63 providers (medical, dental, and behavioral health).

HICHC has a long history of financial, organizational, and quality clinical care excellence. In 2022 we received four federal HRSA quality recognition awards including the National Quality Leader in Behavioral Health Award which ranks our Behavioral Health Department in the top 1- 2% of all Federally Qualified Health Centers, exceeding national benchmarks for clinical quality measures. HICHC also received the Quality Health Leader Award-Bronze level, ranking HICHC in the top 21-30% of all FQHC's nationally for achieving the best overall clinical quality measure (CQM) performance among all health centers. In addition, HICHC received the Advancing Health Information Technology for Quality Award for optimizing health information technology services, advancing telehealth, and improving patient engagement, interoperability, and the collection of social determinants of health to increase access to care and advancing quality care. HICHC has Patient Centered Medical Home (PCHM) recognition for all our clinics across Hawaii Island. We carry this standard of excellence forward in the implementation of all programs and projects, including the planning and construction of this new medical facility in Kea'au.

2. Project Goals and Objectives Timeline

Hawaii Island Community Health Center received a FY 2024 State Legislature GIA award of (\$400,000) for this project to complete the design, program and schematic phase of this CIP project. HICHC is now requesting FY 2025 GIA capital improvement funds totaling (\$1,020,000) to complete the architecture and engineering phase of this project. The goals and objectives below describe the intentions of this CIP project which will result in the completion of a new 15,000 sf healthcare facility in the rural district of Puna, on Hawaii Island.

GOAL: Provide expanded access to primary health care (medical, behavioral health, and enabling services) for residents of the rural district of Puna, by completing the designing/architecture and engineering phase for a new community health center in Kea`au. The objectives below describe what will be accomplished during this architecture and engineering phase of the project.

Table Describing Project Timeline and Objectives

Date	Objective
Quarter 2, 2024	Finalize Land Lease Agreement with W. H. Shipman Limited
Quarter 4, 2024	Site Analysis: <ul style="list-style-type: none"> • Conduct a thorough analysis of the construction site, considering factors like topography, geotechnical conditions, and environmental impact.
Quarter 1, 2025	Schematic Design: <ul style="list-style-type: none"> • Refine the chosen design concept into more detailed drawings and plans. • Develop schematic drawings that illustrate the building's layout and appearance.
Quarter 2, 2025	Design Development: <ul style="list-style-type: none"> • Further develop the design, incorporating detailed specifications and engineering considerations. • Collaborate with various engineering disciplines (structural, mechanical, electrical, etc.) to integrate their requirements.
Quarter 3, 2025	Regulatory Approvals: <ul style="list-style-type: none"> • Obtain necessary approvals and permits from local authorities, ensuring compliance with building codes and zoning regulations.
Quarter 3, 2025	Construction Documents: <ul style="list-style-type: none"> • Develop comprehensive construction documents, including detailed drawings, specifications, and technical information. • Create plans that guide the contractor in executing the construction.
Quarter 4, 2025	Bidding and Contractor Selection: <ul style="list-style-type: none"> • Facilitate the bidding process to select a qualified contractor. • Review contractor bids and assist in the selection process.
Quarter 1, 2026	Contract Negotiation: <ul style="list-style-type: none"> • Negotiate contracts with the selected contractor and other stakeholders. • Finalize project details, timelines, and responsibilities.
Quarter 2, 2026	Construction Phase Begins
Quarter 2, 2027	Receive Certificate of Occupancy from the County of Hawaii

3. Public Purpose and Need to be Served

The U.S. Department of Health and Human Service has designated Hawaii Island a Dental Care Health Professional Shortage Area (HPSA), a Mental Health Professional Shortage Area, a Primary Care Professional Shortage Area, and a Medically Underserved Population (MUP). Independently these shortage designations are indicative of a great need; combined they specify monumental need especially for high-risk populations. A recent Community First report, published in April 2022 titled “Access to Care”, surveyed Hawaii Island health care providers and found that (47%) of Hawaii Island providers were imminently retiring or leaving medicine; (44%) were moving to the mainland; and (49%) said they were reducing their hours. The report concluded that Hawaii Island’s health care provider shortage may worsen. Compared to the rest of the state, Hawaii Island has a lower per capita income, higher prevalence of uninsured and impoverished adults, and higher rates of public assistance and homelessness, exacerbating the need.

US Census data indicates that population of Pahoa, Kea`au, Kurtistown and Mountain View is 43,297 people, with 17,397 people being low-income, and 30% receiving Medicaid. Other demographic data on the region shows that 21% of the population has one or more disability, 17% of the population is veterans, 19% is over the age of 65, and 70% identifies as a member of a racial/ethnic minority. In addition, 38% of adults have not seen the dentist in the past year. HRSA data shows that there are **6,747 low-income people living in Puna not currently receiving health care services** (UDS MAPPER; Data Report ZCAT 96749, 96760, 96771, 96778).

Low-Income Population in Service Area NOT Receiving Health Care Services

Community/Zip Code	Total Population	# of Low-Income Population	# of Low-Income Pop. Currently Receiving Health Care	# of Low-Income Pop. NOT Receiving Health Care
Kea`au (96749)	17,325	5,092	3,773	1,319
Kurtistown (96760)	3,038	1,131	872	259
Mt View (96771)	7,736	3,663	1,266	2,397
Pahoa (96778)	15,198	7,511	4,739	2,772
TOTAL	43,297	17,397	10,650	6,747

Source: UDS MAPPER (<https://udsmapper.org>); Data Report ZCAT 96749, 96760, 96771, 96778

HICHC currently operates a small medical and dental clinic in Kea`au serving 4,150 medical patients, and 2,693 dental patients. Once the new 15,000 sf Kea`au Family Health Center is open, HICHC will use the current location for dental care only and the new facility for medical, behavioral health and enabling services. This new Kea`au Family Health Center will increase our service capacity to annually serve 11,000 patients. The new facility will allow us to continue serving our current 4,150 patients, along with a projected additional 6,850 new patients. The new 15,000 sf Kea`au Family Health Center facility will include 20 exam rooms, with enough space to accommodate 5 primary care physicians and 3 behavioral health providers.

Healthcare is a basic need and access should be a considered a right not a privilege. To maintain a healthy community and work force, it is vital to have access to health care. This is not currently the case in the rural district of Puna (Kea`au, Kurtistown, Mt View, and Pahoa). Without access to primary care, the in-patient cost of treating these individuals rises significantly—a cost that gets transferred to the general public through higher premiums and fees and ultimately an increased tax burden. In addition,

children without health care typically have poor health status, poor school attendance, and poor academic performance. The new health clinic will expand health services and improve access to health care, improve health status, and enhance the quality of life for people in these communities.

Public Need Served Summary:

Ensuring access to healthcare services for low-income and vulnerable populations is an indispensable investment that reduces healthcare costs for county, state, and federal governments. Beyond the inherent moral obligation to uphold the right to health for all citizens, this commitment is a farsighted strategy that significantly reduces long-term costs while fostering numerous social benefits. By providing timely and preventive healthcare interventions, governments mitigate the burden of untreated illnesses that often escalate into costly emergency room visits and hospitalizations. This proactive approach not only saves financial resources but also elevates the overall health of the population, leading to a more productive and engaged society. Moreover, accessible healthcare acts as a catalyst for economic growth, breaking the shackles of inequality and empowering individuals to actively participate in the workforce. It fosters resilience in communities, strengthens social bonds, and shapes a future where the well-being of every citizen is prioritized. In essence, investing in accessible healthcare for low-income and vulnerable populations is a wise, compassionate, and economically sound decision that reaps dividends in both fiscal responsibility and the holistic flourishing of our communities.

4. Target Population

The target population to be served by this proposal includes the entire population of Puna, with special focus on providing a medical safety net for low income and high-risk populations. HICHC provides care to anyone who walks through the doors, regardless of income or ability to pay. Our target population is the low-income, uninsured, and underinsured persons who have difficulty accessing care. The new Kea`au Family Health Center will follow the same protocol. HICHC provides a Sliding Scale Fee payment program to all patients. Depending on their income and family size, patients may pay a small fee or no payment at all, depending on their circumstances.

The typical HICHC patient accesses care 3.5 times during the year. Eighty percent of patients have incomes less than 200% of the federal poverty level. A majority of the patients identify as Native Hawaiian, Asian, Filipino, Marshallese, Hispanic, or other Pacific Islanders. Our target population for this grant is all low-income adults and children, most of whom identify as being Native Hawaiian, Spanish speaking, Micronesian, Marshallese, homeless, LGBTQ+, and/or being of more than one race/ethnicity. Our target population has over-represented health problems including poor oral health and chronic diseases including depression, substance use disorder, asthma, diabetes, and obesity.

In actual numbers, HICHC estimates this new clinic will serve 11,000 patients each year and provide 33,000 patient visits annually.

5. Geographic Service Area

This capital improvement project will serve the geographic rural district of Puna, which encompasses Kea`au, Kurtistown, Mountain View, and Pahoa (zip codes 96749, 96760, 96771, and 96778). This region is highlighted in the map below.



According to US Census, this region encompasses a population of 28,099 people.

The Hawaii Island Community Health Center geographic service area covers (20) zip codes including (96738, 96740, 96725, 96750, 96726, 96704, 96737, 96772, 96777, 96785, 96778, 96771, 96760, 96749, 96720, 96781, 96783, 96710, 96728, and 96773) with a population of 175,734 people, (22%) of whom are registered HICHC patients. *See Map Below*

Hawaii Island Community Health Center Service Area



III. SERVICE SUMMARY AND OUTCOMES

1. Scope of Work

This request is for \$1,020,000 to complete the architectural and engineering phase a 15,000sf new healthcare facility in Kea`au. HICHC received a FY 2024 GIA award from the state legislature for (\$400,000) to be used for the initial design work on this CIP project. This FY 2025 request will continue to move the project forward. Once operational, HICHC anticipates providing primary health care service to 11,000 patients and generating 33,000 patient visits annually at this new clinic. Most individuals served will be low-income, Medicaid and/or uninsured, children and adults who live in zip codes 96749, 96760, 96778, and 96771. Operationally, this center will be self-sufficient and generate patient revenues adequate to cover all operating costs. HICHC will continue to seek support from the State of Hawaii, the County of Hawaii, and the Federal Government for this project as investing in accessible healthcare for low-income and vulnerable populations reaps dividends in both fiscal responsibility and the holistic flourishing of our communities.

2. Project Timeline

The timeline for planning, designing, building, and equipping the new Kea`au Family Health Center covers four years. Below is a summary of timeline benchmarks. Please see "Table Describing Project Timeline and Objectives" on page three of this proposal for a more detailed description of objectives.

- **Q2, 2024: Finalize Land Lease Agreement**
- **Q4, 2024: Finalize Site Analysis**
- **Q1, 2025: Finalize Schematic Designs**
- **Q2, 2025: Finalize Design Development**
- **Q3, 2025: Finalize Regulatory Approvals**
- **Q3, 2025: Finalize Construction Documents**
- **Q4, 2025: Finalize Bidding and Contractor Selection**
- **Q1, 2026: Finalize Contract Negotiations**
- **Q2, 2026: Construction Begins**
- **Q2, 2027: HICHC Receives Certificate of Occupancy from the County of Hawaii**

3. Quality Assurance and Evaluation

Between new construction projects and tenant improvement projects done by both Bay Clinic and West Hawaii Community Health Center, HICHC has a combined total of two new construction projects, and fourteen separate tenant improvement projects we have successfully managed. The total value of these projects exceeds \$25 million. We accomplished these CIP projects with strong planning, excellent oversight, and experienced Project Managers who monitored all aspects of the project, communicated frequently with all parties including staff, architects, contractors and subcontractors. Critical path timeline and project manager software is used to track progress and weekly meetings with key people. Clear effective communication has been used to keep our projects on time and within budget. We expect nothing less on this project.

Hawaii Island Community Health Center also 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 and clinical key

performance indicators are identified and tracked regularly through our electronic health records and management software. Policies and procedures are in place for personnel, finance, and clinical operations. HICHC 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 diseases.
- Patient Safety—OSHA regulations as relates to blood borne pathogens, use of medical abbreviations, patient identifiers and infectious disease control.
- Viability—Billing, collection, reimbursement, and coding compliance.
- Leadership—Overall patient satisfaction, staff satisfaction, and employee turnover rates.

4. Measure(s) of Effectiveness

- Outcome 1:** Project planning and design completed within specified timeline and within budget.
- Outcome 2:** Construction of the Kea`au Family Health Center completed on time and within budget.
- Outcome 3:** Kea`au Family Health Center fully operational and providing health care to 11,000 patients annually, and delivering 33,000 patients visits annually.

IV. FINANCAL

1. Budget forms are attached.

2. Below is the projected quarterly funding for the project.

2025 Quarter 1	2025 Quarter 2	2025 Quarter 3	2025 Quarter 4	TOTAL REQUEST
\$255,000	\$255,000	\$255,000	\$255,000	\$1,020,000

3. The application shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025:

The total cost of this capital improvement project will be (\$14,320,500). HICHC is seeking additional funding support from government and private sources listed below. In 2025 HICHC will seek additional funding support for this project from the sources identified below:

- Hawaii State GIA CIP
- Federal Funds
- Harry & Jeannette Weinberg FND
- W. G. Irwin FND
- County of Hawaii CIP
- Shippers Wharf Trust
- Atherton FND
- Wilcox FND
- Corporate Donations
- Individual Donations
- HICHC CIP Fund

4. HICHC has not applied for, nor received federal tax credits for this project.

5. List of all federal, state, and county government contracts, grants, and grant in aid we have been granted and will be receiving in fiscal year 2025 for program support:

Please see the attached document titled "GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID" for a full listing of HICHC grants. HICHC has a stellar reputation with funders regarding grant management. Funders understand money invested in HICHC generates a high return on investment, as demonstrated through data reports on program outcomes.

Upon receipt of the county grant award HICHC CFO, Diane Pautz, will review the terms, conditions, and budget associated with the award. Following federal, state and county cost principles, which are outlined in our financial policies, the accounting system source coding is set up and month-end reports are generated by our accountants. The grant managers within the clinics, where appropriate, also receive the accounting grant summary information showing budget and expenditures to date.

6. Unrestricted Assets as of 12/31/2023: (\$9,026,000)

V. EXPERIENCE AND CAPABILITIES

1. Necessary Skills and Experience

HICHC is a federally qualified health center (FQHC) with over 58 years' experience managing federal grants, including the HRSA 330e program grant, and federal CIP grants including HRSA-21-114 (C8ECS44749). As a recipient of federal grant funds, HICHC annually demonstrates to the federal government program compliance in all areas of operations including health center program eligibility, program oversight, service area needs assessment, staffing health services provision, delivery of services, quality improvement assurances, and financial oversight. HICHC undergoes an external management review and independent audit every year. In addition, every three years HICHC undergoes an Operational Site Visit in which HRSA officers conduct an on-site audit of all aspects of the organization's operations and programs. Passing these audits demonstrates HICHC has the financial, clinical, and administrative systems in place and that patients are receiving quality, accessible, affordable health care.

HICHC has a strong senior management team with excellent management skills and experience in managing programs - including construction projects. These key people include:

Armon Guenther, Project Manager: Guenther has 30+ years of experience in the design and construction of residential and commercial facilities. He is an architect by training and operated his own design and construction company. He has managed three projects for HICHC over the past ten years.

Richard Taaffe, Chief Executive Officer: Taaffe has 40+ years of managing and developing community-based programs, eighteen of those years running community health centers. He has overseen and directed eight major health care facility construction/renovation projects in excess of \$15 million. He has been WHCHC President/CEO since 2005 and is currently the CEO of the merged Hawaii Island Community Health Center.

Diane Pautz, Chief Finance Officer: Pautz has an MBA in finance and experience in the non-profit as well as private sector for 30+ years. She has had experience with six renovation/new construction projects prior to HICHC. She has been with HICHC since 2008.

2. Facilities

Hawaii Island Community Health Center currently provides health care services at the following locations across Hawaii Island:

1. **Administrative Office Kona**; 75-5751 Kuakini Hwy., STE 230, Kailua-Kona, HI 96740
2. **Administrative Office Hilo**; 450 Kilauea Ave, STE 105, Hilo, HI 96720
3. **Kuakini Family Medical**; 75-5751 Kuakini Hwy., STE 101A, Kaulua-Kona, HI 96740
4. **Hilo Family Dental Center**; 1257 Kilauea Ave., STE 100, Hilo, HI 96720
5. **Hilo Women's Health Center**; 73 Puuhonu Pl., Hilo, HI 96720
6. **Kealakehe Elementary School Based Health Center**; 74-5118 Kealakaa St., Kailua Kona, HI 96740
7. **Kealakehe Intermediate School Based Health Center**; 74-5062 Onipaa St., Kailua Kona, HI 96740
8. **Honaunau School Based Health Center**; 83-5360 Mamalahoa Hwy., Captain Cook, HI 96704
9. **Kea`au Family Health and Dental**; 16-192 Pili Mua St., Kea`au, HI 96749
10. **Pahoa Women and Children's Health Center**; 15-2866 Pahoa Village Road, Pahoa, HI 96778
11. **Waikoloa Family Dental**; 68-1845 Waikoloa Rd., STE 205, Waikoloa, HI 96738
12. **Kealakekua Family Health (Medical & Dental)**; 81-980 Halekii St., STE 107, Kealakekua, HI 96750
13. **Hilo Family Health Center**; 1178 Kinoole Ave, Hilo, HI 96720
14. **Mobile Clinic East (Medical & Dental)**; 15-2866 Pahoa Village Rd., Pahoa, HI 96778
15. **Wailuku Family Health Center**; 305 Wailuku Dr., STE 2A, Hilo, HI 96720
16. **Kealakehe Family Medical & Dental**; 74-5214 Keanalehu Dr., Kailua Kona, HI 96740
17. **Pahoa Family Health Center**; 15-2866 Pahoa Village Rd., Pahoa, HI 96778
18. **Ka`u Family Health & Dental**; 95-5583 Mamalahoa Hwy., Naalehu, HI 96772
19. **Waikoloa Family Medical**; 68-1845 Waikoloa Rd., STE 207, Waikoloa HI 96738

VI. PERSONNEL: PROJECT ORGANIZATION AND STAFFING

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The Kea`au Family Health Center will be staffed with 5 primary care providers, and 3 behavioral health specialists, as well as nursing and other support staff such as a care coordinator, case manager, eligibility, and outreach workers. All professional staff will be fully credentialed and certified.

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

2. Organization Chart

The organization is governed by a Board of Directors, a majority of whom are users of the clinic's services. The Board has delegated responsibility for day-to-day operations to the President/CEO. The CEO and the senior management team oversee all functions of the organization. *See attached Organizational Chart*

3. Compensation of top (3) employees:

President/CEO -- \$275,000; Medical Director --\$270,000; Physician --\$254,615

VII. OTHER

1. Litigation

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

2. Licensure or Accreditation

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

3. Private Education Institutions

Not applicable.

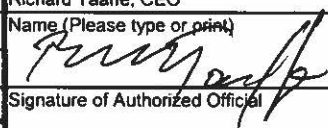
4. Future Sustainability Plan

Not Applicable –the request is for capital, not operational funds. Organization is fully funded for operations.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

App Hawaii Island Community Health Center

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				
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TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	\$1,020,00			
TOTAL (A+B+C+D+E)	\$1,020,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$1,020,000	Richard Taaffe, CEO 808-756-5255		
(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		
TOTAL BUDGET	\$1,020,000	Richard Taaffe, CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaii Island Community Health Center

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

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaii Island Community HC

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Hawaii Island Community Health Center

FUNDING AMOUNT REQUESTED: (\$1,020,000)						
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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS			\$1,020,000.00			
LAND ACQUISITION	N/A					
DESIGN		\$400,000.00				
CONSTRUCTION					\$12,345,500.00	
EQUIPMENT					\$555,000.00	
TOTAL:		\$400,000.00	\$1,020,000.00		\$12,900,500.00	
JUSTIFICATION/COMMENTS: HICHC projects that the total cost of this CIP project to be (\$14,320,500). HICHC was awarded (\$400,000) for the design phase of this project in FY 2024, from the State Legislature. HICHC is requesting a (\$1,020,000) to complete the architecture and engineering phase of this project. HICHC will continue to seek additional funding for this project from the State of Hawaii, the County of Hawaii, the Federal Government, and other private entities.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Hawaii Island Community Health Center

Contracts Total: 8,759,290

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Health Center Program Grant	1/8/2024	HRSA	U.S.	\$3,791,184
2	School Based Service Site	10/6/2023	HRSA	U.S.	\$526,660
3	FY 2023 Early Childhood Development	9/1/2024	HRSA	U.S.	\$200,000
4	FY 2023 Bridge Access Program	9/1/2023	HRSA	U.S.	\$38,416
5	Health Center Infrastructure Support	1/10/2023	HRSA	U.S.	\$1,423,973
6	School Based Service Site	5/1/2022	HRSA	U.S.	\$534,031
7	FY 2023 GIA CIP Award	7/26/2024	Hawaii State Legislature	State	\$400,000
8	Family Planning	7/1/2022	DOH	State	\$872,406
9	Cancer Prevention	10/23/2023	DOH	State	\$30,000
10	Women Infant Children (WIC)	10/1/2023	WIC	State	\$328,400
11	Street Medicine	5/2/2023	Dept Housing	County	\$614,220
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