PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: KIDNEY HEALTH ALLIANCE OF KENTUCKY (KHAKY)

Mailing Address: 1517 Nicholasville Road, Suite 203, Lexington, KY 40503

Street Address: 1517 Nicholasville Road, Suite 203, Lexington, KY 40503

Phone: (859) 277 - 8259

Is your Agency registered with the IRS as a 501(c)3 organization? ☑ Yes ☐ No

*Note: Agencies **must** be registered with the IRS as a 501(c)3 organization to be eligible for ESR Program funding.*

Does your agency have a current profile with Blue Grass Community Foundation's GoodGiving.net? ☑ Yes ☐ No

*Note: Agencies **must** have profiles with GoodGiving.net to be eligible for ESR funding.*

Website Address: khaky.org

Agency Representative *(typically the Executive Director - Name, Title, Phone, Email)*:

Pat Ham, Executive Director 859-277-8259 director@khaky.org

Person Completing Application *(Name, Title, Phone, Email):*

Pat Ham (see above)

Program Information

Name of program for which funds are being requested: **Nutritional Supplement Program (NSP)**

Total Funding Amount Requested: $ **13,256**

RFP #13-2019 PROPOSAL SUBMITTAL FORM

- **Save this PDF formatted Proposal Submittal Form to your hard drive before beginning to enter responses in it to ensure your responses are saved to the form.**
- **LIMIT RESPONSES IN TEXT BOXES TO 250 WORDS**
- **REMINDER: All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's submittal form once the evaluation process begins.**

5.1 Program Proposal & Design

5.1.1 Needs Statement—Purpose of the Program Proposal / Problem Statement **15 Points**

Using local data, provide a description of the problem in Fayette County. Identify the specific population your program is targeting (i.e. age, geographical region, economic status, etc.) and explain why. Discuss whether this population is under-served or at-risk. Describe your understanding of the local system of services addressing this problem, obstacles and/or opportunities your clients face, and how your agency fits within this system of services.

Over 400 individuals receive dialysis treatment in Fayette County. 64% of these patients are over 65. 50% have household incomes below 125% of the Federal Poverty Guidelines. 47% of dialysis patients suffer from mild to moderate malnutrition due to inability to efficiently absorb protein (referred to as "protein energy wasting" -PEW), loss of appetite and a very restricted diet. This is worse in elderly patients where the malnutrition incidence rate jumps to 58%. A large part of the dialysis population in Fayette County is malnourished and needs renal specific protein supplementation to reduce PEW and maintain a healthy quality of life. Many have fixed or limited incomes due to the inability to work while on dialysis. Several of the appropriate renal protein supplement options are only available through online purchase and many dialysis patients do not have a checking account or credit card and some have no access to the internet. Additionally, not all protein supplements are appropriate for dialysis patients - sugar, sodium, potassium and phosphorus levels must all be considered. Finally, the appropriate supplements are expensive and outside the family budget. Food pantries generally do not offer the type of protein supplements these patients require. NSP was developed to provide the protein needed under the supervision of the renal dietitian and nephrologist, offering only those products approved for renal patients (usually 30-40% less than retail) through a system that delivers product to the patient at their dialysis clinic with the goal of eliminating malnutrition in the dialysis community.

5.1.2 Service Delivery Model **15 Points**

What steps will you take or what activities will you provide to assist clients in achieving these goals? Describe each “unit of service” you will provide for clients and how often and how long this service will be provided (e.g. a one-time three-hour training; a weekly one-hour support group for 12 weeks; one 30-minute health exam twice a year; 1-3 hour advocacy services as needed; etc.) How will these services address the problem as identified in the Needs Statement above? Be specific.

KHAKY administers the program through the registered dietitians serving the dialysis clinics. The program is available to all dialysis patients but the dietitians typically focus on those most malnourished and compromised by PEW. The dietitians help the patient select a product they like - and will use - and place the order for all their patients once a month through KHAKY's secure online portal. Products are typically sold in cases or bottles that average 24 servings. KHAKY then orders the requested products from vendors through whom discounted pricing has been arranged. The clinic dietitians come to KHAKY to pick up their patient's orders and take them back to the clinic for distribution to the patients. The patient's nutrition is monitored closely as part of the patient's treatment plan at the clinic. Patient surveys and dietitian responses have confirmed that KHAKY's program provides an easily accessible, cost saving option for patients and is significant in helping improve and stabilize their nutritional health.

5.1.3 Client Eligibility and Requirements **5 Points**

What eligibility requirements must clients meet to qualify for services? What are the expectations of clients while receiving services? (e.g. client must pay $30 fee for each class; client must remain sober; client is responsible for chores; nothing other than participation in services; etc.)

All dialysis patients, patients with end-stage renal disease, are eligible for the program through their clinic dietitian. Patients are asked to pay the discounted price for the products they order at time of order. Those patients who qualify financially (household income below 125% of the federal poverty guideline) are able to order from a selection of free products or can receive up to $10/month off any other products KHAKY offers.

5.1.4 Evidence-Based/Best Practice **10 Points**

Describe the evidence-based or promising practice model on which this service approach is based. Provide particular sources that indicate what you are doing is best-practice.

Several research studies have been published concerning the loss of protein and resulting malnutrition in dialysis patients. In September, 2018, a paper was published based on a study by four specialists in the Department of Clinical Nutrition, Peking Medical College Hospital, Peking, China. The article, titled "The Effects of Oral Nutritional Supplements in Patients with Maintenance Dialysis Therapy (MDT): A Systematic Review and Meta-Analysis of Randomized Clinical Trials," is summarized below:

Patients undergoing dialysis often suffer from anorexia and a distortion in the sense of taste, which lead to inadequate protein intake, resulting in poor nutritional status and adverse outcomes. Several studies have reported that dietary protein intake were often lower than the recommendations for patients receiving dialysis. Moreover, the consensus from International Society of Renal Nutrition and Metabolism stated that in patients where oral dietary intake from regular meals could not maintain adequate nutritional status, nutritional supplementation is shown to be effective in replenishing protein and energy stores. Improving the nutritional status of patients with CKD by nutritional support is expected to decrease morbidity and mortality. Oral nutritional supplement is a simple and effective way to supplement energy and protein to malnourished patients. Therefore, if the protein of the regular diet is not enough, they should be supplemented with oral nutritional supplement when appropriate.

This latest article reinforces clinical evidence that initiated the development of the NSP at KHAKY. Overcoming obstacles to access to these supplements is a vital part of our role in the dialysis community.

5.2 Program Measures & Evaluation

5.2.1 Service Efficacy & Desired Outcomes **10 Points**

What do you hope to help your clients achieve? What are some examples of goals you will set with clients? What is your service philosophy in terms of helping your clients achieve these goals? Describe how you define "successful" completion of services. (e.g. service is complete if: client remains for entire three-hour training; client continues services until judge orders otherwise; etc.) What percentage of clients meet that criteria for success?

KHAKY's goal is to help renal dietitians help their dialysis patients maintain a healthy nutrition level and a better quality of life as a result. While KHAKY does not directly interact with patients, dietitians are required by Medicare and individual clinic quality outcome goals, to bring their patients to set targets for nutrition. KHAKY does not have access to individual medical records and our outcome success is measured only through the input of our participating dietitians and surveys from participating patients. The dietitians are met with annually at the Kentucky Renal Dietitians spring meeting. The attendees are polled regarding the success of the program and open discussion is encouraged regarding ways to improve. Additionally, KHAKY has a Patient Services Committee that oversees all patient service programs and activities. The committee consists of two KHAKY board members (one of whom is a kidney disease patient and the other a renal dietitian) and a renal social worker. The executive director also attends these meetings. The Patient Services Committee evaluates the program every other month and reviews suggestions from area dietitians for new products to add to the formulary KHAKY offers. All products are evaluated at least once a year for price/value considerations as well as popularity with the patients (based on sales).

5.2.2 Client Empowerment & Community Impact **10 Points**

Describe what meaningful difference these services make in the lives of people served. What value is added to the community? Provide examples. (e.g. client demonstrates change in attitude; client has behavior change; etc.)

Chronic kidney disease and kidney failure is not a disease your "recover" from. While transplantation of a working kidney is close to a "cure," even that requires immune suppression for the rest of your life. Dialysis is a lifesaving treatment but not a replacement of your kidney function. The side effects of dialysis include muscle cramps and spasms, erratic fluctuations in blood pressure, changes to tastes, stress on the heart and other organs and as mentioned above, poor protein absorption leading to malnutrition. These complications are compounded by co-morbidities. More than 70% of dialysis patients have high blood pressure and/or diabetes. The added mental, financial and emotional stress of a chronic disease combine to form a serious health scenario. Multiple studies continue to show that patients who maintain a healthy nutrition are better equipped to handle the other complications of their disease. They exhibit better overall health, fewer hospitalizations and better mental/emotional health.

We have been told by patients (through surveys) and by dietitians about patients who, once nutritionally stabilized, were able to return to part-time work. Others have been able to go back to church regularly because they have more energy. Some are able to volunteer at local charities or just enjoy their family more. One elderly patient encouraged her friends to take supplements because they make you feel so much better and have so much more energy! Those may not seem like big things in an average person's life, but they are huge for patients living on dialysis.

5.2.3 Data Assessment & Quality Improvement **10 Points**

While it doesn't have to be complicated, evaluation is more than saying "we provided this many 'units of service.'" How will you know if your services have been effective? How does this relate to the desired outcomes for your clients? How will the information gathered be used to improve your services in the future? Be specific (for example, data collection may be through focus groups, pre-and post-tests, client satisfaction surveys, etc.), and also **be specific regarding sampling size and frequency of evaluation.**

KHAKY monitors several aspects of the NSP. First, KHAKY continually looks for products and pricing that is more favorable for our patient base. This is done through annual pricing reviews of products currently offered and investigation of new products and providers for better products at better prices. Secondly, patient surveys are sent out twice a year with the July and January orders (on average 100-120 individual patients each time) asking them to share their opinion of their program, the effect it has on their health, and the importance of KHAKY's program in their overall healthcare plan. These surveys are collected by the clinic dietitians and returned to KHAKY where they are evaluated by the Patient Services Committee and KHAKY staff to monitor program effectiveness. Additionally, as mentioned earlier, annual meetings with the Kentucky Renal Dietitians helps keep KHAKY's program on the cutting edge of nutrition recommendations for dialysis patients and for effectiveness of the program KHAKY offers.

5.3 Capacity & Sustainability

5.3.1 Staff Qualifications & Experience **5 Points**

Provide information on the key/primary individuals that will be involved in the provision of services and demonstrate that they have the capacity to address the stated need. List each position by title and name of employee, if available. Describe the anticipated roles and responsibilities for each person as it relates to this project. Describe the experience, expertise, and capacity of each individual to address the proposed activities.

KHAKY is an organization that keeps it operating costs at a minimum in order to maximize it's capacity to provide the programs and services of its mission. That means there is a high dependence on volunteer capacity.

Each semester KHAKY hosts two University of Kentucky Clinical Leadership and Management interns (junior or senior year). Additionally, KHAKY accepts the placement of Eastern Kentucky University Public Health Administration interns (senior year) during summer and some fall and spring semesters. This provides support staff for receiving product, sorting and invoicing, facilitating order pickup and payments. Inventory counts and management are also part of their experience at KHAKY. The most important element in the NSP is the voluntary participation of the clinic dietitians. These dietitians are not required by their job to make supplements more readily available for their patients and facilitate the acquisition of those products. The dietitians do that in response to the need and the positive outcomes from these supplements. Their expertise and commitment to the program is critical for the program's ongoing success.

Record keeping and inventory control is maintained by the Executive Director of KHAKY who has years of experience managing the program. The web based ordering system makes the processing of orders more streamlined and efficient and allows for price updates and communication with all the users easily.

The expertise of the individuals on the Patient Services Committee also adds to the safety, security, efficiency and comprehensiveness of the program.

5.3.2 Partnership & Resource Leverage **5 Points**

How do your programs and services support our community's comprehensive response to the identified priority area of Community Wellness & Safety? Does your organization have any formal agreements or informal working relationship with other local service programs?

What role does your governing board members, volunteers, and / or donors play in facilitating viable service delivery and program administration? Does your program have any major civic benefactors or corporate sponsors? Describe other secured funding sources and committed operational resources your organization has allocated for the proposed program.

KHAKY's NSP fills a gap in the priority area that is specific to the needs of those on dialysis. Our relationships with the nine Fayette County dialysis centers is paramount in our ability to meet these needs.

KHAKY is an alliance of like-minded organizations and is supported financially with donations from two of the major dialysis providers in the country, Dialysis Clinics, Inc. and Fresenius Kidney Care. The UK Healthcare Transplant Center is also a major donor to the programs and services that KHAKY provides. These organizations also have, representatives on the Board of Directors, Patient Services or other committees. These partnerships strengthen the participation of clinic employees in KHAKY programs and services. The support received is used to underwrite our statewide program efforts. Any additional funds needed are supplemented through fundraising events and efforts.

5.3.3 Outreach & Inclusion Strategy **15 Points**

Demonstrate how the program will ensure services are available and accessible by all potential participants, especially related to language barriers for persons with limited English proficiency; persons with physical or other disabilities; and persons impacted by poverty and economic distress.

Has your organization enacted any policies (or employs any standard operating procedures) to ensure equitable service opportunity and / or benefit program to a diverse cross-section of the greater community?

The Kentucky Renal Dietitians are an affiliate group of KHAKY and the membership includes all clinic dietitians. In clinic registered dietitians are required by Medicare and nutritional stability is a goal of the individualized healthcare plans for their patients. While KHAKY does not interact directly with the patients, we are confident in the professionalism and patient care attention provided by the dietitians. 9% of the patients we serve in Fayette County are Hispanic, 51% are African American and 50% are below 125% of the Federal Poverty Guidelines. (We use 125% as our measure since cost of living for individuals and families dealing with chronic kidney disease is much higher than normal living expenses.)

KHAKY's program is available to all dialysis patients and is designed to require only enough demographic information to measure our community impact and only enough financial information to evaluate if additional financial support for product purchases is warranted.

6.0 Program Budget Summary Form Instructions

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. *(Including total amount of ESR grant request.)*

For organizations requesting funding for more than one program in this RFP, combine into a single Program Budget narrative for the proposal.

Please note that the Program Budget will be part of the grantee agreement with LFUCG and regular tracking and expenditure reporting will be required.

To ensure readability and uniformity, please use the Program Budget form included. Provide brief line-item detail as specified in each section below and verify all calculations.

This section provides a summary of the total proposed Program Budget for FY 2020. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2020 program expenditures.

Total Program Budget

Column A should reflect projected expenditures for the entire program (not just the proposed LFUCG ESR grant funding request portion). When the chart is completed this column should equal ESR Grant Funding Request plus other/non-ESR program funding. (A=B+C)

ESR Grant Funding Request

Column B is the grant amount being requested from this RFP to support this program's services to eligible Fayette County Participants.

Non-LFUCG Program Funding

Column C is the non-LFUCG ESR funding that is allocated to the Total Program Budget (A-B = C).

This form is for the budget for the PROGRAM applying for ESR funds, not the total agency budget.

For each category identify the amount requested and the amount to be leveraged through other programs or organizations (if applicable).

Staff Salaries – Identify the number of Full-time position salaries allocated to the program, and part-time positions allocated to the program, and the amounts of each allocated to Columns A, B, & C.

Consultant Services – In the "List Details" box, **briefly** describe any expenses associated with providing expanded supportive services or other services for which the organization intends to contract with another entity. Any of these expenses to be provided by the proposing organization should be included in other line items.

Space/Facilities – In the "List Details" box, **briefly** list the basis of the allocation of rental costs, utilities, janitorial costs, and any other facility costs for the Program. Identify any office or program space in an LFUCG owned building, and any other costs (rent, monthly utilities, etc.) reimbursed to LFUCG.

Scholarships/Stipends – In the "List Details" box, **briefly** list the type of scholarships or stipends, and include the number of people or organizations to receive funds.

Operating Expenses – In the "List Details" box, **briefly** list the costs associated with expenses, supplies, utilities, and any other expense associated directly with the operation of the project.

Other – In the "List Details" box, **briefly** list any other costs for the Program not covered above.

PROGRAM BUDGET SUMMARY

Agency Name **KIDNEY HEALTH ALLIANCE OF KENTUCKY (KHAKY)**

Program Name **Nutritional Supplement Program (NSP)**

FY 2020 (July 1, 2019-June 30, 2020) Total Program Budget

	# of Employees:	Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
1. Staff Salaries for Program				
Full-Time (FTE)	1	25,358	**6,086**	19,272
Part-Time	0	0		
Total Salaries		25,358	**6,086**	19,272
3. Consultant Services	$	0	**0**	0
list details				
4. Space/Facilities	$	5,646	**1,259**	4,387
list details	Condo Association Dues, Utilities, Insurance, Depreciation			
5. Operating Expenses	$	1,690	**406**	1,284
list details	Printing, postage, supplies, web services, travel, repairs and maintenance, telephone			
6. Scholarships / Stipends	$	0		
list details - numbers & amounts				
7. Other	$	22,937	**5,505**	17,432
list details	Actual cost of supplements purchased			
8. TOTAL PROGRAM BUDGET	$	55,631	**13,256**	42,375

Cost per Program Participant: $ **131**

I understand that this document in its entirety is incorporated into my grant Agreement with the Lexington-Fayette Urban County Government.

Authorized Representative *(typed name)*: Pat Ham

Title: Executive Director **Date**: 4-17-19