

State of California
 Department of Mental Health

Health & Human Services Agency

PATH ALLOCATION WORKSHEET


MH 1772B (10/06)

STATE FISCAL YEAR 2011/2012

FEDERAL CATALOG NO. 93.150

COUNTY: Sample		REVISION NO:
<p>The State Department of Mental Health (DMH) provides the Federal Projects For Assistance in Transition From Homelessness (PATH) Formula Grant funds to counties for State Fiscal Year (SFY) 2011-2012. Your Planning Estimate is identified below.</p>		
PATH Funding Base:		\$32,937
Veteran Set-Aside Funding:		\$3,714
Total PATH Expenditure:		\$36,651
PURPOSE PLANNING ESTIMATE		Date: 05/04/11

I, the undersigned Director, have accepted the Federal PATH funds for the county under the specific conditions included in the positive and negative assurances as part of the County Application Package (CAP), as well as those conditions established by other governing federal and state laws, policies, regulations, and guidelines. The CAP, as approved by DMH, will be followed in expending these funds.



 County Mental Health Director Signature 5-11-11 Date

Neda West

 Printed Name

CERTIFICATIONS

1. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

The undersigned (authorized official signing for the applicant organization) certifies to the best of his or her knowledge and belief, that the applicant, defined as the primary participant in accordance with 45 CFR Part 76, and its principals:

- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency;
- (b) have not within a 3-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- (d) have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

Should the applicant not be able to provide this certification, an explanation as to why should be placed after the assurances page in the application package.

The applicant agrees by submitting this proposal that it will include, without modification, the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion--Lower Tier Covered Transactions" in all lower tier covered transactions (i.e., transactions with sub-grantees and/or contractors) and in all solicitations for lower tier covered transactions in accordance with 45 CFR Part 76.

2. CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

The undersigned (authorized official signing for the applicant organization) certifies that the applicant will, or will continue to, provide a drug-free workplace in accordance with 45 CFR Part 76 by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about--
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) above;
- (d) Notifying the employee in the statement required by paragraph (a), above, that, as a condition of employment under the grant, the employee will--
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central

- point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d) (2), with respect to any employee who is so convicted—
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

For purposes of paragraph (e) regarding agency notification of criminal drug convictions, the DHHS has designated the following central point for receipt of such notices:

Office of Grants and Acquisition Management
 Office of Grants Management
 Office of the Assistant Secretary for Management and Budget
 Department of Health and Human Services
 200 Independence Avenue, S.W., Room 517-D
 Washington, D.C. 20201

3. CERTIFICATION REGARDING LOBBYING

Title 31, United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal grant or cooperative agreement must disclose lobbying undertaken with non-Federal (non-appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs (45 CFR Part 93).

The undersigned (authorized official signing for the applicant organization) certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the under-

signed, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

- (2) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. (If needed, Standard Form-LLL, "Disclosure of Lobbying Activities," its instructions, and continuation sheet are included at the end of this application form.)
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4. CERTIFICATION REGARDING PROGRAM FRAUD CIVIL REMEDIES ACT (PFCRA)

The undersigned (authorized official signing for the applicant organization) certifies that the statements herein are true, complete, and accurate to the best of his or her knowledge, and that he or she is aware that any false, fictitious, or fraudulent statements or claims may subject him or her to criminal, civil, or administrative penalties. The undersigned agrees that the applicant organization will comply with the Public Health Service terms and conditions of award if a grant is awarded as a result of this application.

5. CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such Federal funds. The law does not apply to children's services provided in private residence, portions of facilities used for inpatient drug or alcohol treatment, service providers whose sole source of applicable Federal funds is Medicare or Medicaid, or facilities where WIC coupons are redeemed.

Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.

By signing the certification, the undersigned certifies that the applicant organization will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

The applicant organization agrees that it will require that the language of this certification be included in any subawards which contain provisions for children's services and that all subrecipients shall certify accordingly.

The Public Health Services strongly encourages all grant recipients to provide a smoke-free workplace and promote the non-use of tobacco products. This is consistent with the PHS mission to protect and advance the physical and mental health of the American people.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>Aida West</i>	TITLE DIRECTOR
APPLICANT ORGANIZATION EL DORADO COUNTY HEALTH SERVICES DEPT - MENTAL HEALTH DIV.	DATE SUBMITTED 5-11-11

COMPLIANCE ASSURANCES

I hereby certify that the County of El Dorado agrees to the following:

- A. Amounts received under the PATH Formula Grant will be used solely to provide services to persons who have a serious mental illness, or have a co-occurring serious mental illness and substance abuse disorder, and who are homeless or at imminent risk of becoming homeless.
- B. PATH funds must be used to supplement, not supplant, existing services to individuals who have severe mental illness, or who have co-occurring severe mental illness and substance abuse disorders, and who are homeless or at imminent risk of becoming homeless.
- C. At a minimum providers must provide both Outreach and Case Management. Additional grant funds shall be expended only for the following services:
 - 1. Screening and diagnostic treatment services;
 - 2. Habilitation and rehabilitation services (relating to training and education to improve the individual's functioning in the community);
 - 3. Community mental health services;
 - 4. Alcohol and/or drug treatment services;
 - 5. Staff training (for individuals who work in shelters, mental health clinics, substance abuse programs, and other sites where individuals require homeless services);
 - 6. Supportive and supervisory services in residential settings;
 - 7. Referrals for primary health services, job training, educational services, and relevant housing services; and
 - 8. Housing services including minor renovation, expansion, and repair of housing; planning of housing, technical assistance in applying for housing; improving the coordination of housing services; security deposits; the costs associated with matching eligible homeless individuals with appropriate housing situations; and one-time rental payment to prevent eviction.
- D. Grants will be made pursuant to subsection (a) only to entities that have the capacity to provide, directly or through arrangements, the specified service(s) including coordinating the provision of service(s) in order to meet the needs of eligible homeless individuals who are both mentally ill and suffering from substance abuse.
- E. Special consideration will be given to funding entities with a demonstrated effectiveness in serving veterans who are homeless.

- F. Grant funds will not be given to any entity that has a policy of excluding individuals from mental health services due to the existence or suspicion of substance abuse or which excludes individuals from substance abuse services due to the existence or suspicion of mental illness.
- G. No more than ten percent of Federal PATH funds received shall be expended for administrative expenses. The ten percent administrative expense cap includes both the county's and the subcontractor's administrative costs in aggregate.
- H. None of the funds in this grant shall be used to pay the salary of an individual through a grant or other extramural mechanism at a rate in excess of Executive Level I of the Federal Executive Pay Scale. Effective January 2010 the amount is \$199,700.
- I. Not more than 20 percent of the payments will be expended for allowable housing services. The payments will not be expended to support emergency shelters or construction of housing facilities for inpatient psychiatric or inpatient substance abuse treatment costs or to make cash payments to intended recipients of mental health or substance abuse services.
- J. The county will make available, directly or through donations from public or private entities, non-federal contributions toward such costs in an amount that is not less than one dollar (\$1) for each three dollars (\$3) of federal funds provided in such payments. The amount of the county match is \$12,217.
- K. The description of intended use will be revised throughout the year to reflect substantial changes in the programs and activities funded through the PATH grant.
- L. The county agrees to provide all reports required by the State Department of Mental Health.
- M. The county will comply, as applicable, with the Substance Abuse and Mental Health Services Administration's (SAMHSA) Charitable Choice statutes codified at sections 581-584 and 1955 of the Public Health Service Act (42 USC 290k, et seq., and 42 USC 300x-65 et seq.) and their governing regulations at 42 C.F.R. part 54 and 54a respectively.

N. The county has budgeted SFY 2011-2012 non-PATH funds for services to individuals who are homeless and mentally disabled as follows:

\$ _____ Federal (non-PATH)

\$ 20,000 Other

Neda West 5-11-11
Signature of Director Date

Neda West
Print Name

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

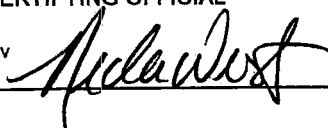
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Completed on submission to Grants.gov </p>	<p>* TITLE</p> <p><input type="text" value="DIRECTOR"/></p>
<p>* APPLICANT ORGANIZATION</p> <p><input type="text" value="ELDORADO COUNTY HEALTH SERVICE DEPT - MENTAL HEALTH DIV."/></p>	<p>* DATE SUBMITTED 5-11-11</p> <p>Completed on submission to Grants.gov</p>

Standard Form 424B (Rev. 7-97) Back

**PATH PROGRAM: FY 2011-12
PROVIDER INTENDED USE PLAN**

El Dorado Co. Health Services Dept.-Mental Health Div.

El Dorado

County El Dorado Rev(4/2011)

Legal Name of Business El Dorado Co. Health Services Dept.-Mental Health Div.

Program Name PATH Program

Address 929 Spring Street

City, Zip Code Placerville, CA 95667

Service Area (City and Zip Codes) Placerville, 95667
South Lake Tahoe, 96150

Provider Contact Michael Owen

Telephone (530) 621-6224

Fax (530) 295-2580

Email michael.owen@edcgov.us

Indicate which of the following essential services will be provided by this provider with PATH funding:

- Outreach
- Case Management
- Community Mental Health Services
- Habilitation & rehabilitation services (relating to training and education to improve the individual's functioning in the community)
- Staff Training
- Screening and Diagnostic Services
- Alcohol or Drug Treatment
- Supportive and Supervisory Services in Residential Settings
- Referrals for Primary Health Services, Job Training, Education Services and Relevant

Housing Services:

- Minor Renovation, Expansion, and Repair of Housing
- Planning of Housing
- Technical Assistance in Applying for Housing Services
- Improving the Coordination of Housing Services
- Security Deposits
- Cost Associated with Matching Eligible Homeless Individuals with Appropriate Housing Situations
- One-Time Rental Payments to Prevent Eviction

Indicate which budget categories are funded with PATH funds:

Personnel Equipment Travel

Consultants Supplies Other

Description of the flow of federal PATH funds in California:

PATH funding in California is allocated to the counties from the California State Department of Mental Health. Each county has a Mental Health Program that provides services to the public in California; the PATH funds are distributed at the county level to either county or contracted providers.

**PATH PROGRAM: FY 2011-12
PROVIDER INTENDED USE PLAN**

El Dorado Co. Health Services Dept.-Mental Health Div.

El Dorado

Directions- Provider Intended Use Plan- Base Allocation:

The Provider Intended Use Plan will provide specific information on each organization and program funded with PATH Federal and MATCH funds, and should be answered from a provider's level. If this organization receives **Veteran Set-Aside funding**, also answer questions 11-17.

1. Provider Name (if different from the Legal Name): _____
2. Total Federal PATH Dollars Allocated from Counties: \$32,937
3. Total Match Dollars in Budget: \$10,979
4. Who Provides the Match? Department's Realignment funds
5. Please provide a brief overview of your organization's history, the programs you run, and services your organization provides. Limit 1000 characters.

The El Dorado County Health Services Department, Mental Health Division (MHD) provides a comprehensive program for the mentally disabled individuals in our County who are homeless or at risk of becoming homeless. Our Psychiatric Health Facility (PHF) or Crisis Residential Treatment Facility (CRT) discharge planner or other MHD staff provide supportive services to eligible individuals to find appropriate housing upon being discharge from the facilities. Our Wellness Center staff provide supportive services for the MHD Consumers identified as homeless or at risk of becoming homeless.

6. The purpose of this section is to provide a description of your organization's plan to provide coordinated and comprehensive services to eligible PATH Clients. Please provide the following information as it relates to activities for FY 2011-12.

- | | |
|---|------------|
| a) The projected number of adult clients to be contacted using PATH funds. | <u>25</u> |
| b) The projected number of adult clients to be enrolled using PATH funds. | <u>25</u> |
| c) The projected percentage of adult clients served with PATH funds to be "literally" homeless (i.e., living outdoors or in an emergency shelter rather than at imminent risk of homelessness). | <u>50%</u> |

- d) Identify activities that your organization will perform to maximize the use of PATH funds to serve adults who are literally homeless as a priority population. Limit 500 characters.

Housing and support services for eligible individuals that are scheduled to discharge from our PHF/CRT are coordinated by the discharge planner or other MHD staff that have knowledge and relationships of various levels of placement. The MHD sponsors a transitional living facility and have access to board and care facilities. Our PATH Program staff work with the County's housing development staff to acquire and retain affordable housing and facilitate the Section 8 application process.

- e) Identify your organization's strategies to target PATH funds for street outreach and case management as priority services. Limit 1000 characters.

We will focus on mentally ill homeless admitted to our Psychiatric Health Facility (PHF) or who access services via our certified Residential Treatment Facility (CRT).

**PATH PROGRAM: FY 2011-12
PROVIDER INTENDED USE PLAN**

El Dorado Co. Health Services Dept.-Mental Health Div.

El Dorado

- f) Identify activities that will be implemented to facilitate migration of PATH data into HMIS within 3-5 years. Limit 500 characters.

Initial contact to the County's HUD Continuum of Care coordinator identifying our need to have access to the HMIS system. A Memorandum of Understanding (MOU) will be processed between departments so that licenses for the HMIS system will be assigned to MHD staff who facilitate the PATH Program.

- g) Identify how your organization will provide, pay for, or support evidenced-based practices and other training for local PATH-funded staff. Limit 500 characters.

This service is not currently based on any EBP though staff is trained in Motivational Interviewing.

- h) Describe how your organization will provide, pay for, or otherwise support HMIS training and activities to migrate PATH data into HMIS. Limit 250 characters.

Our department is at the beginning stages of migrating to HMIS, therefore the cost of the licenses for the system and any training is not yet fully known. Any funding need will come from our County's Realignment fund.

- i) Identify community organizations that provide key services (e.g., primary health, mental health, substance abuse, housing, employment) to PATH-eligible clients within your service area and describe coordination activities and policies with those organizations. Limit 1000 characters.

Our County has relationships and coordinates with various community organizations. The Community Health Center provides both primary and mental health services, County's Health Services Department, Alcohol & Drug Division provides substance abuse services, the County's Human Services Department, Community Services Division provides services for Section 8 housing and the Social Services Division provide employment services through their One Stop office. We have a contract with Crossroads Diversified Services that provide employment services.

- j) Please explain the gaps in current service systems that pertain to your client population. Limit 500 characters.

Inadequate housing options in a rural County setting.

- k) Please explain services you provide for clients who have both a serious mental illness and substance use disorder in your client population. Limit 500 characters.

Our department provides both Mental Health and Alcohol & Drug treatment and prevention services. We also refer clients to County providers.

PATH PROGRAM: FY 2011-12
PROVIDER INTENDED USE PLAN

El Dorado Co. Health Services Dept.-Mental Health Div.

El Dorado

- l) What are your organization's strategies for making suitable housing available to PATH clients (e.g., indicate the type of housing usually provided and the name of the agency that provides such housing) in your client population. Limit 500 characters.

The MHD has contracts with a variety of board and care facilities, sponsors a transitional living facility and coordinates with the County's housing development manager and staff to acquire additional affordable housing options.

7. Describe your organization's participation in the HUD Continuum of Care program and any other local planning, coordinating or assessment activities. Limit 500 characters.

Our department is at the early stages in participation with the HUD Continuum of Care. We have made the initial contact letting our County's contact know we are interested in participating and have a need to access the HMIS for our PATH Program.

8. Please describe the following information for your specific client population: (a) the demographics of the client population; (b) the demographics of the staff serving the clients; (c) how staff providing services to the target population will be sensitive to age; gender and racial/ethnics differences of clients; and (d) the extent to which staff receive periodic training in cultural competence. (See Enclosure 15 "Guidelines for Accessing Cultural Competence".) Limit 500 characters.

(a) Client: 18-34 yrs 35%, 35-49 yrs 41%, 50-64 yrs 18%, 65-74 yrs 6%, male 53%, female 47%, 94% white, 3% African American & 2% Hispanic/Latino. (b) Staff: female 65%, male 35%, 88% white, 6% Hispanic & 6% other. (c) The County maintains a high standard of service to the culturally diverse clients, to cultivate and maintain a close working relationship with the community. (d) Our Cultural Competency Coordinator assures that staff receive training to understand cultural differences.

9. Describe how persons who are homeless and have serious mental illnesses and any family members will be involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether persons who are PATH-eligible are employed as staff or as volunteers or serve on governing or formal advisory boards. (See Enclosure 16 "Guidelines for Consumer and Family Participation".) Limit 500 characters.

Our County has a close working relationship with NAMI whereby their membership helps advise and guide staff in program design and evaluation. The function of our Mental Health Commission is to advocate for new programs and oversee the delivery of services in the County. The members are appointed by the BOS and they include family members and consumers.

10. Provide a detailed budget narrative that provides specifics and calculations used for PATH funds. Limit 1000 characters.

Two discharge planners, one at the PHF and one at the CRT totaling .21 FTE of a Mental Health Coordinator/Mental Health Clinician, and a Case worker at our Wellness Center totaling .04 FTE of Mental Health Clinician, will provide screening and diagnostic treatment services to find placement appropriate to the level of functioning of acutely mentally ill patients. Outreach services in assessing residential placement needs and aftercare services and referrals to prevent future or continued homelessness, such as medical, job training, educational and substance abuse services. The funding is as follows: Salary and Benefits - \$19,390 grant, \$6,463 match; Indirect and Overhead charges - \$9,503 grant, \$3,168 match, Other - \$750 grant, \$250 match and Administration (10%) - \$3,294 grant funded, \$1,098 match.

**PATH PROGRAM: FY 2011-12
PROVIDER INTENDED USE PLAN**

El Dorado Co. Health Services Dept.-Mental Health Div.

El Dorado

Directions- Provider Intended Use Plan- Veteran set-aside funding:

The Provider Intended Use Plan will provide specific information on each organization and program funded with PATH Federal and MATCH funds, and should be answered from a provider's level. If this organization receives **Veteran Set-Aside Funding** also answer questions 11-17.

- 11. Total Veteran Federal PATH Dollars Allocated from Counties: \$3,714
- 12. Total Veteran Match Dollars in Budget: \$1,238
- 13. Who Provides the Veteran Match? Department's Realignment funds
- 14. The purpose of this section is to provide a description of your organization's plan to provide coordinated and comprehensive services to eligible PATH Clients. Please provide the following information as it relates to **Veteran activities** for FY 2011-12.

- a) The projected number of adults clients to be contacted using PATH Veteran funds. 10
- b) The projected number of adult clients to be enrolled using PATH Veteran funds. 10
- c) The projected percentage of adult clients served with PATH Veteran funds projected to be "literally" homeless (i.e., living outdoors or in an emergency shelter rather than at imminent risk of homelessness). 50%

d) Describe Veteran specific services your organization will provide. Limit 250 characters.

Same services as our base allocation program with an emphasis on finding placement with an organization specializing in Veterans housing and services if available.

e) Identify community organizations that provide key Veteran services (e.g., primary health, mental health, substance abuse, housing, employment) to PATH eligible veteran clients within your service area and describe coordination activities and policies with those organizations. Limit 1000 characters.

Same as our base allocation program. There is a Veteran Affairs office that individuals can be linked to for help with filing claims for primary health. At this time our County has no Veteran specific housing organizations.

f) Please explain the gaps in current service systems that pertain to your Veteran client population (if different from base allocation). Limit 500 characters.

Our County is limited in the area of Veteran specific services. There is no organizations that provide housing specific to Veterans.

**PATH PROGRAM: FY 2011-12
PROVIDER INTENDED USE PLAN**

El Dorado Co. Health Services Dept.-Mental Health Div.

El Dorado

- g) Please explain services you provide for Veteran clients who have both a serious mental illness and substance use disorder in your Veteran client population (if different from base allocation). Limit 500 characters.

Same as our base allocation program.

- h) What are your strategies for making suitable housing available to PATH Veteran clients (e.g., indicate the type of housing usually provided and the name of the agency that provides such housing) in your Veteran client population (if different from base allocation). Limit 500 characters.

Same as our base allocation program.

15. Describe your participation in the HUD Continuum of Care program and any other local planning, coordinating or assessment activities as it pertains to your organizations Veteran client population (if different from base allocation). Limit 500 characters.

Same as our base allocation program.

16. Please provide the following information for your specific Veteran client population: (a) the demographics of the veteran client population; (b) the demographics of the staff serving the Veteran clients; (c) how staff providing services to the target population will be sensitive to age; gender and racial/ethnic differences of clients; and (d) the extent to which staff receive training in cultural competence. (See Enclosure 14 "Guidelines for Accessing Cultural Competence".) Limit 500 characters.

(a) Client: 18-34 yrs 25%, 35-49 yrs 50%, 50-64 yrs 20%, 65-74 yrs 5%, male 90%, female 10%, 34% white, 33% African American & 33% Hispanic/Latino. (b) Staff: female 65%, male 35%, 88% white, 6% Hispanic & 6% other. (c) The County maintains a high standard of service to the culturally diverse clients, to cultivate and maintain a close working relationship with the community. (d) Our Cultural Competency Coordinator assures that staff receive training to understand cultural differences.

17. Provide a detailed budget narrative that provides specifics and calculations used for PATH Veterans funds. Limit 1000 characters.

Two discharge planners, one at the PHF and one at the CRT totaling .21 FTE of a Mental Health Coordinator/Mental Health Clinician, and a Case worker at our Wellness Center totaling .04 FTE of Mental Health Clinician, will provide screening and diagnostic treatment services to find placement appropriate to the level of functioning of acutely mentally ill patients. Outreach services in assessing residential placement needs and aftercare services and referrals to prevent future or continued homelessness, such as medical, job training, educational and substance abuse services. The funding is as follows: Salary and Benefits - \$1,981 grant, \$659 match; Indirect and Overhead charges - \$987 grant, \$329 match, Other - \$375 grant, \$125 match and Administration (10%) - \$371 grant funded, \$124 match.

FEDERAL GRANT DETAILED PROGRAM BUDGET
MH 1779 REV(04/10)

Health and Human Services Agency

STATE FISCAL YEAR: 2011/2012

TYPE OF GRANT: PATH

COUNTY: El Dorado

SUBMISSION DATE: 05/13/11

FISCAL CONTACT: Michael Owen

TELEPHONE NUMBER: (530) 621-6224

PROGRAM NAME: EDC Mental Health

E-MAIL ADDRESS: michael.owen@edcgov.us

STAFFING			1	2	3
TITLE OF POSITION	ANNUAL SALARY	FTE	FEDERAL PATH AMOUNT	NONFEDERAL MATCH AMOUNT	TOTAL
1 Discharge Planner	\$82,829	0.10	\$ 6,200	\$ 2,067	\$ 8,267.00
2 Discharge Planner	\$61,972	0.11	\$ 4,976	\$ 1,658	\$ 6,634.00
3 Case Worker	\$69,942	0.04	\$ 2,098	\$ 700	\$ 2,798.00
4					\$ -
5					\$ -
6					\$ -
7					\$ -
8					\$ -
9					\$ -
10					\$ -
11 FRINGE BENEFITS			\$ 6,116	\$ 2,038	\$ 8,154.00
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	\$ 214,743	0.25	\$ 19,390	\$ 6,463	\$ 25,853
13 Consultant Costs (Itemize):					\$ -
14					\$ -
15					\$ -
16					\$ -
17 Equipment (Where feasible lease or rent) (Itemize):					\$ -
18					\$ -
19					\$ -
20					\$ -
21					\$ -
22 Supplies (Itemize):					\$ -
23					\$ -
24					\$ -
25					\$ -
26					\$ -
27					\$ -
28 Travel -Per diem, Mileage, & Vehicle Rental/Lease					\$ -
29					\$ -
30 Other Expenses (Itemize):					\$ -
31 Indirect Staff Time and Overhead			\$ 9,503	\$ 3,168	\$ 12,671
32 Security deposits, one-time rental payments to prevent eviction, etc.			\$ 750	\$ 250	\$ 1,000
33					\$ -
34					\$ -
35					\$ -
36					\$ -
37 COUNTY ADMINISTRATIVE COSTS (10% PATH)			\$ 3,294	\$ 1,098	\$ 4,392
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)			\$ 32,937	\$ 10,979	\$ 43,916
39 OTHER FUNDING SOURCES: Federal Funds					
40 Non-Federal Funds					
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)			\$ -	\$ -	\$ -
42 GROSS COST OF PROGRAM (sum lines 38 and 41)			\$ 32,937	\$ 10,979	\$ 43,916

DMH APPROVAL BY:
TELEPHONE:
DATE:

FEDERAL GRANT DETAILED PROGRAM BUDGET
MH 1779 REV(04/10)

Health and Human Services Agency

STATE FISCAL YEAR: 2011/2012

TYPE OF GRANT: PATH

COUNTY: El Dorado

SUBMISSION DATE: 05/13/11

FISCAL CONTACT: Michael Owen

TELEPHONE NUMBER: (530) 621-6224

PROGRAM NAME: EDC Mental Health - Veterans

E-MAIL ADDRESS: michael.owen@edcgov.us

STAFFING			1		2		3	
TITLE OF POSITION	ANNUAL SALARY	FTE	FEDERAL PATH AMOUNT	NONFEDERAL MATCH AMOUNT	TOTAL			
1 Discharge Planner	\$82,829	0.010	\$ 604	\$ 201	\$ 805.00			
2 Discharge Planner	\$61,972	0.011	\$ 514	\$ 171	\$ 685.00			
3 Case Worker	\$69,642	0.005	\$ 241	\$ 80	\$ 321.00			
4					\$ -			
5					\$ -			
6					\$ -			
7					\$ -			
8					\$ -			
9					\$ -			
10					\$ -			
11 FRINGE BENEFITS			\$ 622	\$ 207	\$ 829.00			
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	\$ 214,443	0.03	\$ 1,981	\$ 659	\$ 2,640			
13 Consultant Costs (Itemize):					\$ -			
14					\$ -			
15					\$ -			
16					\$ -			
17 Equipment (Where feasible lease or rent) (Itemize):					\$ -			
18					\$ -			
19					\$ -			
20					\$ -			
21					\$ -			
22 Supplies (Itemize):					\$ -			
23					\$ -			
24					\$ -			
25					\$ -			
26					\$ -			
27					\$ -			
28 Travel -Per diem, Mileage, & Vehicle Rental/Lease					\$ -			
29					\$ -			
30 Other Expenses (Itemize):					\$ -			
31 Indirect Staff Time and Overhead			\$ 987	\$ 329	\$ 1,316			
32 Security deposits, one-time rental payments to prevent eviction, etc.			\$ 375	\$ 125	\$ 500			
33					\$ -			
34					\$ -			
35					\$ -			
36					\$ -			
37 COUNTY ADMINISTRATIVE COSTS (10% PATH)			\$ 371	\$ 124	\$ 495			
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)			\$ 3,714	\$ 1,237	\$ 4,951			
39 OTHER FUNDING SOURCES: Federal Funds								
40 Non-Federal Funds								
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)			\$ -	\$ -	\$ -			
42 GROSS COST OF PROGRAM (sum lines 38 and 41)			\$ 3,714	\$ 1,237	\$ 4,951			

DMH APPROVAL BY:
TELEPHONE:
DATE: