

State of California  
Department of Mental Health

Health & Human Services Agency

**PATH ALLOCATION WORKSHEET**

MH 1772B (10/06)

**STATE FISCAL YEAR: 2008/2009**

**FEDERAL CATALOG NO. 93.150**

**COUNTY: EL DORADO**

**REVISION NO:**

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) 2008/2009. Your Planning Estimate is identified below.

PATH funds (Amount Reimbursable):	\$28,840
SFY 2007/2008 Rollover:	
Total PATH Expenditure:	\$28,840

**PURPOSE: PLANNING ESTIMATE**

**Date: March 17, 2008**

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.

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County Mental Health Director

Date

**Enclosure II**

**Federal Assurances**

Forms Included:

1. CERTIFICATIONS  
PHS 5161-1 (7/00)

## 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 application/proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with 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	TITLE <i>Director of Mental Health</i>
APPLICANT ORGANIZATION <i>El Dorado County</i>	DATE SUBMITTED



**Enclosure III**

**Compliance Assurances**

Forms Included:

1. COMPLIANCE ASSURANCES

**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 expended 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. Grant funds shall be expended only for the following services:
  - 1. Outreach services;
  - 2. Screening and diagnostic treatment services;
  - 3. Habilitation and rehabilitation services (relating to training and education to improve the individual's functioning in the community);
  - 4. Community mental health services;
  - 5. Alcohol and/or drug treatment services;
  - 6. Staff training (for individuals who work in shelters, mental health clinics, substance abuse programs, and other sites where individuals require homeless services);
  - 7. Case management services;
  - 8. Supportive and supervisory services in residential settings;
  - 9. Referrals for primary health services, job training, educational services, and relevant housing services; and
  - 10. 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.



**Enclosure III**

- 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. Not more than 2.0 percent of the payments under PATH will be expended for administrative expenses.
- 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 2008 the amount is \$191,300.
- 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 \$ 9,614.
- 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 U.S.C. 0167 §§ 290kk, et seq., and 300x-65) and their governing regulations at 42 C.F.R. part 54 and 54a respectively.

Enclosure III

N. The county has budgeted SFY 2008-2009 non-PATH funds for services to individuals who are homeless and mentally disabled as follows:

\$ \_\_\_\_\_ Federal (non-PATH)

\$ 1,197,004 Other

\_\_\_\_\_  
Signature of Director

\_\_\_\_\_  
Date

**Federal Assurances**

Forms Included:

1. ASSURANCES – NON-CONSTRUCTION PROGRAMS  
Standard Form 424b (Rev. 7-97)

## 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>Director of Mental Health</p>
<p>* APPLICANT ORGANIZATION</p> <p>El Dorado County</p>	<p>* DATE SUBMITTED</p> <p>Completed on submission to Grants.gov</p>

**Intended Use Plan**

**Forms Included:**

- 1) PROVIDER INTENDED USE PLAN – FACE SHEET  
(Rev. 3/02)

## PATH PROGRAM PROVIDER INTENDED USE PLAN - FACE SHEET

Rev(3/02)

County El Dorado Fiscal Year: 2008/09  
 Provider El Dorado Co Dept of Mental Health Allocation: \$28,840  
 Provider Type Community Mental Health  
 Service Area (county, city, region, neighborhood, etc) County

County Contact Person: Matthew Le Pore  
 Telephone: (530) 621-6202 FAX: (530) 295-2580  
 email: mlepore@co-el-dorado.ca.us

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

- Outreach
- Housing
- Staff Training
- Community Mental Health Services
- Screening and Diagnostic Services
- Supportive and Supervisory Services in Residential Settings
- Referrals for Primary Health Services, Job Training, Education Services and Relevant Housing Services
- Case Management
- Alcohol or Drug Treatment

Indicate which budget categories are funded by PATH:

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 sector in California; the PATH funds are distributed at the county level to either county or contract providers.

**Additional Required Items (ITEMS 1 - 6 OF THE INTENDED USE PLAN)**

To complete the INTENDED USE PLAN, please submit items 1 thru 6 as outlined in the Guidelines of these instructions. Limit is THREE additional sheets of plain (not letterhead) paper, with name of county indicated at the top of the sheet.

**Enclosure VI**

**Federal Grant Detailed Provider Budget**

Forms Included:

1. FEDERAL GRANT DETAILED PROVIDER BUDGET  
(MH 1779, Rev. 4/2004)



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

STATE FISCAL YEAR: 2008/2009

TYPE OF GRANT (Check One Only): SAMHSA \_\_\_\_\_

PATH X

COUNTY: El Dorado

SUBMISSION DATE: April 18, 2008

FISCAL CONTACT: Matthew Le Pore

TELEPHONE NUMBER: (530) 621-6202

PROGRAM NAME: EDC Mental Health

E-MAIL ADDRESS: mlepore@co.el-dorado.ca.us

STAFFING					
TITLE OF POSITION	ANNUAL SALARY	GRANT FTE	1 LAST APPROVED BUDGET	2 REQUEST OR CHANGE	3 TOTAL
1 Discharge Planner	\$ 42,496	0.22	\$ 12,060	\$ 1,600	\$ 13,660
2 Case Manager	\$ 53,498	0.03	\$ 1,584	\$ 21	\$ 1,605
3 Case Manager	\$ 61,817	0.04	\$ 2,440	\$ (122)	\$ 2,318
4 Rehab Worker	\$ 42,385	0.04	\$ 1,656	\$ (66)	\$ 1,589
5 Rehab Worker	\$ 41,400	0.03	\$ 1,213	\$ 29	\$ 1,242
6 Benefits			\$ 7,045	\$ 441	\$ 7,486
7					\$ -
8					\$ -
9					\$ -
10					\$ -
11					\$ -
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	\$ 241,596	0.36	\$ 25,998	\$ 1,903	\$ 27,900
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 Revolving Fund			\$ 2,936	\$ (2,573)	\$ 363
32					\$ -
33					\$ -
34					\$ -
35					\$ -
36					\$ -
37 COUNTY ADMINISTRATIVE COSTS (2% PATH/10% SAMHSA)			\$ 590	\$ (13)	\$ 577
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)			\$ 29,524	\$ (684)	\$ 28,840
39 OTHER FUNDING SOURCES: Federal Funds					
40 Non-Federal Funds			\$ 9,842	\$ (228)	\$ 9,614
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)			\$ 9,842	\$ (228)	\$ 9,614
42 GROSS COST OF PROGRAM (sum lines 38 and 41)			\$ 39,366	\$ (912)	\$ 38,454

DMH APPROVAL BY:  
TELEPHONE:  
DATE:

El Dorado County Mental Health Department  
**McKinney Projects for Assistance in Transition From  
Homelessness (PATH) Grant Application  
FY 2008/2009**

**INTENDED USE PLAN NARRATIVE**

**PATH Service Delivery System**

1. Provide a brief description of the provider organization receiving PATH funds including name, type of organization, services provided by the organization and region served.

The El Dorado County Mental Health Department proposes to continue providing a comprehensive program of assistance to mentally disabled individuals in our County who are homeless or at risk of becoming homeless through continued use of a PATH grant. The program is designed to meet the special needs of our community and in compliance with the requirements of the Federal McKinney Projects for Assistance in Transition from Homelessness (PATH) Grant fund for fiscal year 2008/09.

2. Indicate the amount of PATH funds the organization will receive. Provide a detailed budget and budget narrative for its use. Include a justification for direct costs and indirect costs. In you budget narrative; include a brief description for all expenses.

The amount of PATH funds that the El Dorado County Mental Health Department will receive is \$28,840.

The following is a description of the system implemented to provide for the responsible and efficient transition of homeless and resource-less persons from the Psychiatric Health Facility (PHF) to appropriate placement in the community.

The PHF Discharge Planner (.30 FTE), in consultation with the multidisciplinary treatment team, will provide screening and diagnostic treatment services to find placement appropriate to the level of functioning of acutely mentally ill patients in the facility. The Discharge Planner will utilize funds to provide outreach services in assessing residential placement needs and aftercare services and referrals to prevent future or continued homelessness. Clients will be referred to such medical services, job training, education and substance abuse services as deemed appropriate by the inpatient assessment.

Case Management services will be provided by the PHF Discharge Planner and the existing Mental Health Case Management Team consisting of two mental health Case Workers for a total of .09 FTE. These services will include:

1. Referral to the Day Treatment Program, Supportive Employment, money management services, and preparation for independent living.
2. Supportive and supervisory services in residential settings.
3. Preparing a plan for the provision of community mental health services for the eligible individuals who are homeless, and reviewing such plans not less than every three months.

Habilitative and Rehabilitative Services will be provided through the County's Day Rehabilitation Program utilizing two Day Rehabilitation Workers for a total of .09 FTE.

A "revolving fund" of \$363 will be utilized from which an initial security deposit for emergency housing costs, on a one-time only basis, would be paid by the County for otherwise homeless mentally disabled, then reimbursed by clients when disability benefits are granted. The Discharge Planner will assist identified clients in obtaining employment or benefits.

Administration expenses of \$577, or 2% of the grant funding will be utilized to support the program.

3. Describe the plan to provide coordinated and comprehensive serves to eligible PATH clients.

**PATH Goals and Objectives**

1. **GOAL:** To increase housing opportunities for PATH clients.  
**OBJECTIVES:** To assess and secure appropriate housing.  
To use funds from revolving security deposit account for one time only placement or deposits when necessary.
2. **GOAL:** To increase financial resources for clients who are homeless and mentally disabled.  
**OBJECTIVES:** To assist clients in applying for Supplemental Security Income (SSI).  
To assist clients in securing employment or place in Supported Employment Program.
3. **GOAL:** To provide appropriate aftercare services when discharged to prevent future homelessness.  
**OBJECTIVES:** To refer to appropriate services and agencies for needed resources.  
To provide Case Management services after discharge.

**Projections and Measurements**

It is projected that 30 unduplicated PATH clients will be served. Fifteen homeless clients being prepared for discharge from the PHF or identified by Mental Health staff will be provided with assessment, screening and referrals to appropriate agencies. Of these, all will be provided with case management services during the first months of placement in their new housing situations. Two or

more individuals will be assisted from the "revolving fund" account. An unduplicated count of clients under this program will be kept by the PHF Discharge Planner by service and disposition.

4. Describe the participation of PATH local providers in the HUD continuum of Care program and any other local planning, coordinating or assessment activities.

**Alternate Resources for PATH Supported Services**

The County has MHSA funding to provide services and assistance to mentally disordered homeless individuals who are discharged from the Psychiatric Health Facility will be referred to that program. Staff from both South Lake Tahoe and the Western Slope will assure that services are provided to all homeless persons through the PATH grant, MHSA funding.

**Dual Diagnosis Services**

Mentally disordered persons in the PHF with concurrent SMI and substance and abuse disorders will be treated for both while in the facility and referred upon discharge to the appropriate program within the Health Department, Alcohol/Drug Division or other community-based organizations.

**Housing/Support Coordination**

Housing and support services will be coordinated by the Discharge Planner and/or other Mental Health Staff for PATH eligible individuals through extensive knowledge and relationships of various levels of placement, matching them to individual client needs. The Mental Health Department sponsors a transitional living facility for clients and we also have access to Board and Care facilities on both the Western Slope and in the South Lake Tahoe Basin.

**Participation in HUD Continuum of Care program and other local planning, coordinating or assessment activities**

Local PATH Program staff work in cooperation with the County's housing development manager and staff to acquire and retain affordable housing for mental health consumers. This includes efforts to provide additional supportive services to mental health consumers in Section 8 housing and by facilitating the Section 8 application process for mental health consumers.

5. Describe (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.

**Demographics**

The client population's approximate age is as follows:

18-34 years	35%
35-49 years	41%
50-64 years	18%
65-74 years	6%

The client population is approximately 53% male and 47% female and is 94% white, non-Hispanic, 3% African American and 2% Hispanic or Latino.

The staff population funded under this grant is approximated as follows:

18-34 years	20%
35-49 years	40%
50-64 years	40%

These staff members are 60% female and 40% male and all staff is white, non-Hispanic.

The staff serving the target population is sensitive to age, gender and racial/ethnic differences of clients as they are mostly the same demographics as the population they serve.

### **Cultural Competency**

County-wide, El Dorado County has a primarily Anglo-Saxon population with the exception of the South Lake Tahoe area in which approximately 20% of the population is Spanish speaking. In both South Lake Tahoe and Placerville we have Spanish-speaking staff available for translating when needed. In addition, our Medical Director is fluent in French and Vietnamese. We also have a Cultural Competency Coordinator who assures that staff receives training on a regular basis to attain a better awareness of cultural differences.

It is the goal of the County to maintain its high standards of service to culturally diverse clients. Effort is made to cultivate and maintain a close working relationship with the community to ensure that when needs arise they are communicated to the department. The challenges ahead in terms of systems changes and shifting demographics of the population require open communication and mutual support.

We have two geriatric specialists working with older clients in our community as a part of our adult services. Special attention is paid to all these issues by all staff members

In addition, consumers and family members are an integral part of all services provided by the Department. Our Mental Health Commission is comprised of both consumers and family members and our Quality Improvement Committee (QIC) includes both groups. All services are monitored and reviewed annually by the Commission and the QIC.

Every effort is made to empower consumers in the implementation of all services provided for them.

6. Describe how homeless persons with serious mental illnesses and any family members will be involved at the organizational level in the planning, implantation and evaluations of PATH-funded services. Also, are persons who are PATH-eligible serve on governing or formal advisory boards?

El Dorado County has a close working relationship with NAMI whereby their membership helps advice and guide staff in program design and evaluation. In addition, 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.