

State of California  
Department of Mental Health

Health & Human Services Agency

## PATH ALLOCATION WORKSHEET

MH 1772B (10/06)

STATE FISCAL YEAR: 2010/2011

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) 2010/2011. Your Planning Estimate is identified below.

PATH Funding Base:	\$32,937
Veteran Services:	\$3,714
SFY 2009/2010 Rollover:	
Total PATH Expenditure:	\$36,651

PURPOSE: **PLANNING ESTIMATE**

Date: 05/03/2010

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

Date

## 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 	TITLE
APPLICANT ORGANIZATION El Dorado County Health Services	DATE SUBMITTED

**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. 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.

- 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 two percent (2%) 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 \$196,700.
- 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 \$ 12,217.00.
- 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.

N. The county has budgeted SFY 2010-2011 non-PATH funds for services to individuals who are homeless and mentally disabled as follows:

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

\$ 500,000 Other

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

\_\_\_\_\_  
Date

## 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</p>
<p>* APPLICANT ORGANIZATION</p> <p>EL DORADO COUNTY - HEALTH SVC</p>	<p>* DATE SUBMITTED</p> <p>Completed on submission to Grants.gov</p>

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

# PATH PROGRAM

## PROVIDER INTENDED USE PLAN - FACE SHEET

Rev(3/02)

County El Dorado

Fiscal Year: 2010/2011

Provider El Dorado Co Dept of Mental Health

Allocation: 32,937

Provider Type Community Mental Health

Service Area (county, city, region, neighborhood, etc) County

County Contact Person: Diana Buckley

Telephone: (530) 621-6287

FAX: (530) 295-2580

email: diana.buckley@edcgov.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:

- |   |                                    |   |
|---|------------------------------------|---|
| <input checked="" type="checkbox"/> Personnel | <input type="checkbox"/> Equipment | <input type="checkbox"/> Travel           |
| <input type="checkbox"/> Consultants          | <input type="checkbox"/> Supplies  | <input checked="" type="checkbox"/> 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

### 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.

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

STATE FISCAL YEAR: 2010-2011

TYPE OF GRANT : PATH

COUNTY: El Dorado

SUBMISSION DATE: May 18, 2010

FISCAL CONTACT: Diana Buckley

TELEPHONE NUMBER: (530) 621-6287

PROGRAM NAME: EDC Mental Health

E-MAIL ADDRESS: diana.buckley@edcgov.us

PERSONNEL			1	2	3
TITLE OF POSITION	ANNUAL SALARY	FTE	FEDERAL PATH AMOUNT	NONFEDERAL MATCH AMOUNT	TOTAL
1 Discharge Planner	\$ 71,976	0.14	\$ 7,409	\$ 2,470	\$ 9,879
2 Discharge Planner	\$ 61,972	0.15	\$ 6,798	\$ 2,266	\$ 9,064
3					\$ -
4					\$ -
5					\$ -
6					\$ -
7					\$ -
8					\$ -
9					\$ -
10					\$ -
11 FRINGE BENEFITS			\$ 5,470	\$ 1,823	\$ 7,293.00
12 <b>TOTAL STAFF EXPENSES (sum lines 1 thru 11)</b>	<b>\$ 133,948</b>	<b>0.29</b>	<b>\$ 19,677</b>	<b>\$ 6,559</b>	<b>\$ 26,236</b>
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			\$ 12,601	\$ 4,201	\$ 16,802
32					\$ -
33					\$ -
34					\$ -
35					\$ -
36					\$ -
37 COUNTY ADMINISTRATIVE COSTS (2% PATH)			\$ 659	\$ 219	\$ 878
38 <b>NET PROGRAM EXPENSES (sum lines 12 thru 37)</b>			<b>\$ 32,937</b>	<b>\$ 10,979</b>	<b>\$ 43,916</b>
39 OTHER FEDERAL FUNDING SOURCES					
40					
41 <b>TOTAL OTHER FUNDING SOURCES (sum lines 39 &amp; 40)</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
42 <b>GROSS COST OF PROGRAM (sum lines 38 and 41)</b>			<b>\$ 32,937</b>	<b>\$ 10,979</b>	<b>\$ 43,916</b>

DMH APPROVAL BY:  
TELEPHONE:  
DATE:

El Dorado County Health Services Department, Mental Health Division  
**McKinney Projects for Assistance in Transition From  
Homelessness (PATH) Grant Application  
FY 2010/2011**

**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 Health Services Department, Mental Health Division (MHD) 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 2010/11.

2. Indicate the amount of PATH funds and match funds the organization will receive.

The amount of PATH funds that the El Dorado County MHD will receive is \$32,937. The amount of match funds is \$10,979.

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.
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.

**Projections and Measurements**

It is projected that 30 unduplicated PATH clients will be served, including approximately fifteen homeless clients being prepared for discharge from the PHF/CRT or identified by the MHD's staff will be provided with assessment, screening and referrals to appropriate agencies.

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 Mental Health Services Act (MHSA) funding to provide services and assistance to severely mentally ill homeless, or at risk of becoming homeless, individuals who are discharged from the PHF/CRT will be referred to the MHSA programs. MHD staff located at both South Lake Tahoe and the Western Slope provides services to homeless persons and persons who are at risk of homelessness through the PATH grant and MHSA funding.

**Dual Diagnosis Services**

Severely mentally ill persons in the PHF and CRT with concurrent substance and abuse disorders will be treated for both while in the facility and referred upon discharge to the appropriate program within the Health Services 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 MHD staff for PATH-eligible individuals through extensive knowledge and relationships of various levels of placement, matching them to individual client needs. The MHD 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	24%
35-49 years	47%

50-64 years 29%

These staff members are 65% female and 35% male. Of the staff 88% is white, non-Hispanic, 6% is Hispanic and 6% is other.

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. 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

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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.

7. Provide a budget and budget narrative that provides details regarding federal and match (i.e., state and local) funds.

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) and/or the Crisis Residential Treatment Facility (CRT) to appropriate placement in the community.

Two discharge planners, one at the PHF and one at the CRT, totaling .29 FTE of a Mental Health Coordinator/Mental Health Clinician, 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 facilities. The discharge planners will 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, educational and substance abuse services as deemed appropriate by the assessment.

Funding for the discharge planners is as follows: Salary and benefits – \$19,677 grant funded, \$6,559 local match; Indirect staff and overhead charges – \$12,601 grant funded, \$4,201 local match; Administration (2%) – \$659 grant funded, \$219 local match.

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

STATE FISCAL YEAR: 2010-2011

TYPE OF GRANT : PATH VETERANS

COUNTY: El Dorado  
FISCAL CONTACT: Diana Buckley

SUBMISSION DATE: May 18, 2010  
TELEPHONE NUMBER: (530) 621-6287

PROGRAM NAME: EDC Mental Health

E-MAIL ADDRESS: diana.buckley@edcgov.us

PERSONNEL			1	2	3
TITLE OF POSITION	ANNUAL SALARY	FTE	FEDERAL PATH AMOUNT	NONFEDERAL MATCH AMOUNT	TOTAL
1 Discharge Planner	\$ 71,976	0.02	\$ 835	\$ 278	\$ 1,113
2 Discharge Planner	\$ 61,972	0.02	\$ 767	\$ 256	\$ 1,023
3					\$ -
4					\$ -
5					\$ -
6					\$ -
7					\$ -
8					\$ -
9					\$ -
10					\$ -
11 FRINGE BENEFITS			\$ 617	\$ 206	\$ 823.00
12 <b>TOTAL STAFF EXPENSES (sum lines 1 thru 11)</b>	<b>\$ 133,948</b>	<b>0.04</b>	<b>\$ 2,219</b>	<b>\$ 740</b>	<b>\$ 2,959</b>
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			\$ 1,421	\$ 474	\$ 1,895
32					\$ -
33					\$ -
34					\$ -
35					\$ -
36					\$ -
37 COUNTY ADMINISTRATIVE COSTS (2% PATH)			\$ 74	\$ 24	\$ 98
38 <b>NET PROGRAM EXPENSES (sum lines 12 thru 37)</b>			<b>\$ 3,714</b>	<b>\$ 1,238</b>	<b>\$ 4,952</b>
39 OTHER FEDERAL FUNDING SOURCES					
40					
41 <b>TOTAL OTHER FUNDING SOURCES (sum lines 39 &amp; 40)</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
42 <b>GROSS COST OF PROGRAM (sum lines 38 and 41)</b>			<b>\$ 3,714</b>	<b>\$ 1,238</b>	<b>\$ 4,952</b>

DMH APPROVAL BY:  
TELEPHONE:  
DATE:



El Dorado County Health Services Department, Mental Health Division  
**McKinney Projects for Assistance in Transition From  
Homelessness (PATH) Veteran Services Grant Application  
FY 2010/2011**

**INTENDED USE PLAN NARRATIVE**

**PATH Veteran Services Delivery System**

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

The El Dorado County Health Services Department, Mental Health Division (MHD) proposes to continue providing a comprehensive program of assistance to mentally disabled Veterans in our County who are homeless or at risk of becoming homeless through the use of a PATH Veteran Services Allocation. The program is designed to meet the special needs of Veterans in our community and in compliance with the requirements of the Federal McKinney PATH Veteran Services Allocation for fiscal year 2010/11.

2. Indicate the amount of federal Veteran Services funds and match funds the organization will receive.

The amount of PATH Veteran Services funds that the El Dorado County MHD will receive is \$3,714. The amount of match funds is \$1,238.

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

**PATH Veteran Goals and Objectives**

1. GOAL: To increase housing opportunities for PATH Veteran clients.  
OBJECTIVES: To assess and secure appropriate housing.
2. GOAL: To increase financial resources for PATH Veteran clients who are homeless and mentally disabled.  
OBJECTIVES: To assist PATH Veteran clients in applying for Supplemental Security Income (SSI).  
To assist PATH 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.

**Projections and Measurements**

It is projected that 10 unduplicated PATH Veteran clients will be served, including approximately five homeless Veterans being prepared for discharge from the PHF/CRT or identified by the MHD’s staff will be provided with assessment, screening and referrals to appropriate agencies.

- 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 Mental Health Services Act (MHSA) funding to provide services and assistance to severely mentally ill homeless, or at risk of becoming homeless, individuals who are discharged from the PHF/CRT will be referred to the MHSA programs. MHD staff located at both South Lake Tahoe and the Western Slope provides services to homeless persons and persons who are at risk of homelessness through the PATH grant and MHSA funding.

**Dual Diagnosis Services**

Severely mentally ill persons in the PHF and CRT with concurrent substance and abuse disorders will be treated for both while in the facility and referred upon discharge to the appropriate program within the Health Services 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 MHD staff for PATH-eligible Veterans through extensive knowledge and relationships of various levels of placement, matching them to individual client needs. The MHD 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 Veteran population; (b) the demographics of the staff serving the Veterans; (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 served Veteran population’s approximate age is as follows:

18-34 years	25%
35-49 years	50%
50-64 years	20%
65-74 years	5%

The served Veteran population is approximately 90% male and 10% female and is 34% white, non-Hispanic, 33% African American and 33% Hispanic or Latino.

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

18-34 years	24%
35-49 years	47%
50-64 years	29%

These staff members are 65% female and 35% male. Of the staff 88% is white, non-Hispanic, 6% is Hispanic and 6% is other.

### **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. 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 MHD. 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 Veterans who are homeless and have 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 Veterans who are PATH-eligible employed as staff or serve as volunteers? Do Veterans 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. However, it is unknown at this point whether any of these members, or any of the Department's consumer employees or consumer volunteers are also Veterans.

7. Provide a budget and budget narrative that provides details regarding PATH Veteran Services Allocation federal and match (i.e., state and local) funds.

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

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Funding for the discharge planners is as follows: Salary and benefits – \$2,219 grant funded, \$740 local match; Indirect staff and overhead charges – \$1,421 grant funded, \$474 local match; Administration (2%) – \$74 grant funded, \$24 local match.

**Checklist for PATH Application**

Before emailing the application, please use this checklist to be sure your application addresses the following issues as required in the Intended Use Plan submitted.

- Have you described the plan to provide coordinated and comprehensive services to eligible PATH clients, including services being provided and gaps in the current service system?
- Have you identified specific services to be provided with PATH funds?
- Have you described how the special needs of homeless clients with co-occurring serious mental illness and substance abuse disorders will be provided?
- Have you described the participation of PATH local providers in the HUD Continuum of Care program and any other local planning, coordinating or assessment activities?
- Have you described the demographics of the proposed target population and service staff?
- Have you described how the staffing is sensitive to the age, gender, and racial/ethnic characteristics of the target population?
- Have you described how consumers and family members are appropriately involved in the planning, implementation and evaluation of PATH funded services?
- Have you included a detailed budget and budget narrative?