

Countywide Services Agency

Department of
Health and Human Services

Mental Health Services
Leland Tom, Director

Mental Health Services Act
Michelle Callejas, MFT
Program Manager



County of Sacramento

Terry Schutten, County Executive
Penelope Clarke, Agency Administrator
Lynn Frank, Director

Deputy Director, Systems of Care
California Department of Mental Health
1600 9th Street, Room 130
Sacramento, CA 95814

February 8, 2008

Dear Deputy Director,

This letter accompanies Sacramento County's revised Community Services and Supports (CSS) Growth Funding and Program Expansion Funding Request for fiscal year 2007-2008. The revisions were made in response to your department's request for additional information.

In June of 2006, the California Department of Mental Health (DMH) approved Sacramento County's Mental Health Services Act (MHSA) Community Services and Supports (CSS) Plan. Sacramento County was allocated approximately \$9.6 million in CSS funding for each of three fiscal years: 2005-06, 2006-07, and 2007-08.

In November of 2006, DMH released Letter 06-09, indicating that actual revenues received in the MHSA fund exceeded the original estimates. The letter indicates that DMH was making available an additional \$114.5 million to counties participating in the MHSA to support the implementation of the CSS component during fiscal year 2007-08. The letter specified additional planning estimates available to each county. Sacramento's additional planning estimate is \$3,517,700. DMH subsequently issued Information Notice 06-15 which provided guidance on requesting the additional dollars (Growth Funds.). Factoring in Administrative costs, the total amount of funding Sacramento County is requesting for expanded services is \$3,946,328.

The use of Sacramento County's Growth Funds was approved through a local stakeholder process, which included input from the community and approval from Sacramento County's MHSA Steering Committee. After it was approved by the Steering Committee, the proposed use of funds was posted to Sacramento County's website for a 30-day public review and comment period. The proposed use of funds is to expand all

Deputy Director, Systems of Care

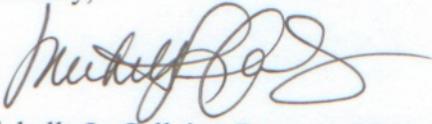
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five (5) existing and approved CSS Programs; therefore, a Public Hearing was not required. This proposal and request also meets the requirement that the majority of Sacramento County's CSS funding is in Full Service Partnerships.

I look forward to hearing back from you soon so Sacramento County can expand the number of individuals and families being served in our CSS Programs. If you have any questions, feel free to contact me at 875-6486.

Sincerely,



Michelle L. Callejas, Program Manager
Mental Health Services Act

Attachments: Growth Funding and Program Expansion Funding Request
Program Exhibits 5a and 5b
Administration Exhibit 5c

cc: Eddie Gabriel, Jr., County Operations Liaison
Lynn Frank, Director, Department of Health and Human Services
Leland Tom, Director, Mental Health Services
Jane Ann LeBlanc, MHSA Budget Planner

EXHIBIT 1: PROGRAM AND EXPENDITURE PLAN FACE SHEET

**MENTAL HEALTH SERVICES ACT (MHSA)
THREE-YEAR PROGRAM and EXPENDITURE PLAN
COMMUNITY SERVICES AND SUPPORTS
Fiscal Years 2005-06, 2006-07, and 2007-08**

County: Sacramento Date: 02/08/08

County Mental Health Director:

Leland Tom
Printed Name

Signature

Date: _____

Mailing Address: County of Sacramento, DHHS, Mental Health Division
7001A East Parkway, Suite 400
Sacramento, CA 95823

Phone Number: (916) 875-9904 Fax: (916) 875-6970

E-mail: TomLa@SacCounty.net

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Fax: (916) 875-6970

E-mail: CallejasM@SacCounty.net



**SACRAMENTO COUNTY
MENTAL HEALTH SERVICES ACT**

**COMMUNITY SERVICES AND
SUPPORTS 2007 – 2008**

**GROWTH FUNDING AND PROGRAM
EXPANSION FUNDING REQUEST**

Revised February 8, 2008

Introduction

In June of 2006, the California Department of Mental Health (DMH) approved Sacramento County's Mental Health Services Act (MHSA) Community Services and Supports (CSS) Plan. Sacramento County was allocated approximately \$9.6 million in CSS funding per year for each of the three fiscal years: 2005-06, 2006-07, and 2007-08.

In November of 2006, DMH released Letter 06-09, indicating that actual revenues received in the MHSA fund exceeded the original estimates. The letter indicates that DMH was making available an additional \$114.5 million to counties participating in the MHSA to support the implementation of the CSS component during fiscal year 2007-08. The letter specified additional planning estimates available to each county. Sacramento's additional planning estimate is \$3,517,700. DMH subsequently issued Information Notice 06-15 which provided guidance on requesting the additional dollars (Growth Funds.). Sacramento County is requesting \$3,410,115 for expanded services and \$536,212 in expanded administrative costs, for a total request of \$3,946,327.

Planning Process

Sacramento County's MHSA Steering Committee reconvened on January 18, 2007 to discuss and take action on various MHSA related items. One of the items of discussion was the use of the Growth Funds. The Steering Committee, with input from community stakeholders, considered a number of options, which included expanding existing programs and/or developing new CSS programs. The new programs had not been implemented so it was unknown what needs they were addressing and what additional needs to consider meeting with the Growth Funds. The Steering Committee revisited the priorities identified during the CSS planning process and took into consideration CSS proposals developed by stakeholders that were not included in the CSS Plan due to insufficient funding.

After much discussion and community input, the Steering Committee narrowed the options down to three scenarios. The scenarios included total costs as well as pros and cons for each one. The committee voted for the second scenario, which was to allocate the Growth Funds across all five (5) CSS Programs utilizing the same allocation percentages each program received in the approved CSS Plan. This option ensures that the Full Service Partnership (FSP) programs maintain at least 50% of CSS funding, per DMH regulations.

A copy of the proposal was posted to Sacramento County's MHSA website on April 8, 2007 for a 30-day public review and comment period which ended May 8, 2007. Notification of the proposal was also sent via e-mail to approximately 950 individuals who are on Sacramento County's MHSA e-mail distribution list, all service providers in our Adult System of Care, and all service providers in our Children's System of Care.

A Public Notice was published in the Sacramento Bee on April 8, 2007 and April 9, 2007. The notice indicated that the proposal for use of the MHSA Growth Funds could be found on Sacramento County's website and that a hard copy would be provided upon request.

Sacramento County Growth Funding and Program Expansion Request

There was one comment received from a community member regarding the proposal. She stated she would like to see money put aside for deaf and hard of hearing individuals in Sacramento County. Sacramento County currently contracts with a licensed therapist who is certified in American Sign Language.

Description of Proposed Program Expansion

2007-08 Growth Funds will be used to increase the total number of individuals served in all CSS programs. There is a slight increase in net cost per client in each program. The initial budget figures submitted to DMH were estimates, as contractors had not yet been selected. Proposed budget changes to the MHSA budget were developed based on actual expenditures once contractors were selected.

With a 30-day review and approval process by DMH, it is anticipated that all programs will implement these expanded services by March 1, 2008.

The table below provides a summary of proposed services that will expand and strengthen Sacramento County's Community Services and Supports programs:

Work Plan No. and Funding Type	Ages Served	Description of Expansion	Amount of Increase	Proposed Effective Date
SAC1 GSD – TCORE	TAY, Adults, Older Adults	Expand number served from 688 to 780	\$658,267	3/01/08
SAC2 FSP – Sierra Elder Wellness Program	Transition Age Adults, Older Adults	Expand number served from 100 to 125; expand services to include therapy and recreational therapy	\$464,404	3/01/08
SAC4 FSP – Pathways to Success After Homelessness	Children, TAY, Adults, Older Adults	Expand number served from 125 to 176	\$905,257	3/01/08
SAC5 FSP – Transcultural Wellness Center	Children, TAY, Adults, Older Adults	Expand number served from 175 to 200	\$784,136	3/01/08
SAC6 GSD – Wellness and Recovery Center	TAY, Adults, Older Adults	Expand number served from 450 to 550	\$598,051	3/01/08
TOTAL EXPANDED SERVICES			\$3,410,115	

Transitional Community Opportunities for Recovery and Engagement (TCORE) – Growth Funds Requested: \$658,267

TCORE is a General System Development (GSD) program that provides intensive community-based mental health and supportive services to individuals being released from acute care settings (Sacramento County Mental Health Treatment Center, acute psychiatric hospitals, Crisis Stabilization Unit, Crisis Residential Program and Jail Psychiatric services). Services are also provided to individuals at risk of entering acute care settings. Services are based on the principles of wellness and recovery and include crisis intervention, case management, rehabilitation and medication management and support. Services continue until the consumer is linked and transitioned to longer-term mental health services. The goal of the program is to reduce or prevent the need for crisis services and ensure that consumers coming out of acute care are linked with services.

The growth funds will be used to increase the number of clients served in the TCORE program. In our approved CSS Plan, we indicated TCORE would serve 250 individuals at any given time. Given that TCORE is a transitional program, individuals are involved in TCORE for an average of 3.5 months. This translates to 250 served at any given time and 688 served annually. With the growth funds, TCORE will serve 286 at any given time and 780 annually. In order to accommodate the increase in numbers served, two (2) full-time Team Leaders, three (3) full-time Consumer/Family Advocates, and one-and-a-half (1.5) full-time Office Assistant will be added to the TCORE staff. With the addition of these positions, TCORE has a total staff of 32.06 FTEs. This number does not tie back to our original approved plan, as at the time of submission, Sacramento County had not chosen a provider and 25.4 FTEs was an estimate.

Based on a total program budget of \$3,021,159 and using the dynamic number of 780 served annually, the net cost per client will increase from \$3,434 to \$3,873. The MHSA net cost per client, using the dynamic number of 780 served annually will increase from \$2,377 to \$2,941. TCORE's revised MHSA CSS Budget Worksheet and Detailed Staffing Worksheet (Exhibits 5a and 5b) are attached.

Sierra Elder Wellness Program (Sierra) – Growth Funds Requested: \$464,404

Sierra is a FSP that provides specialized geriatric psychiatric support, multidisciplinary mental health assessments, treatment and intensive case management services. The target population is older adults (55 and older) who have multiple co-occurring mental health, physical health, and/or substance abuse and social service needs that require intensive case management services. Services are in the home or clinic-based, depending on the needs and wishes of the consumer. The goal is to improve medical and functional status, increase social supports, decrease isolation, reduce trips to the emergency room and/or hospital and reduce homelessness.

The growth funds will be used to increase the number of clients served from one hundred (100) to one-hundred twenty-five (125) at any given time. The funds will also be used to increase the number of staff providing services and enrich the types of services provided. Sierra will increase the Program Director position to full-time; add one (1) Mental Health Counselor; add a half-time (.5) Office Assistant to support the increased administrative duties; and finally, add a full-time Recreational

Therapist to assist clients with reducing depression, stress and anxiety through leisure activities such as games, arts, physical fitness and music to enhance clients' physical, mental and emotional well-being. With the addition of these positions, Sierra has a total staff of 15.5 FTEs (Psychiatrist not included in Staffing Detail.) This number does not tie back to our original approved plan, as at the time of submission, Sacramento County had not chosen a provider and 16.6 FTEs was an estimate.

Based on a total program budget of \$1,968,788 the net cost per client will increase from \$15,044 to \$15,750. The MHSA net cost per client will increase from \$10,724 to \$12,294. Sierra's revised MHSA CSS Budget Worksheet and Detailed Staffing Worksheet (Exhibits 5a and 5b) are attached.

Pathways to Success after Homelessness (Pathways) – Growth Funds Requested: \$905,257

Pathways is a FSP that provides integrated, culturally competent services and supports for children (and their families), adults and older adults who are homeless and who have a qualifying mental health diagnosis. Housing subsidies are available to those enrolled in the program. Staffing includes consumers, family/child advocates, licensed professionals, psychiatrists, nurses, bilingual/bicultural staff, housing and employment specialists. The goal is to provide supports that will assist consumers in their wellness and recovery plans, in maintaining stable housing and re-integrating into the community. It is anticipated that there will be an increase in employment and a reduction in hospitalizations, incarcerations and school failure.

Pathways was originally budgeted to provide services for one-hundred twenty-five (125) enrolled members. With the growth funds, they will serve an additional 42 members. Additionally, Pathways will receive funding from an agreement with Sacramento Housing and Redevelopment (SHRA) to serve another nine (9) members, which increases their total capacity to 176. The age breakdown is as follows:

- Children and families: increase from 31 to 36
- Transition Age Youth: increase from 31 to 36
- Adults: increase from 57 to 97
- Older Adults: increase from 6 to 7

The majority of the Growth Funds will be used to directly support the additional members. This includes expenses that are directly related to the member's essential and immediate needs to begin establishing healthy living patterns such as clothing, furniture, household items, rental subsidies, food, bus passes, costs related to payee services and medical and dental care. There will also be funding for transportation and travel expenses for members wishing to participate in statewide events, such as the Annual Integrated Services Conference and other consumer related events, that promote self-advocacy and empowerment.

In order to meet the needs of the additional members to be served, Pathways will add three (3) Personal Service Coordinators; one (1) Family Coordinator; one (1) Family Support Worker; a part-time (.50) Program Services Manager; and a part-time (.50) Housing Specialist; and eight (8) hours of additional physician time per month. With the addition of these positions, Pathways has a total of 30.77 FTEs (Psychiatrist not included in Staffing Detail.) This number does not tie back to our

original approved plan, as at the time of submission, Sacramento County had not chosen a provider and 24.57 FTEs was an estimate.

Based on a total program budget of \$3,925,701 (including \$300,000 from SHRA), the net cost per client will increase from \$21,764 to \$22,305. The MHSA net cost per client will increase from \$16,724 to \$17,021. Revised MHSA CSS Budget Worksheet and Detailed Staffing Worksheet for Pathways (Exhibits 5a and 5b) are attached.

Transcultural Wellness Center (TWC) – Growth Funds Requested: \$784,136

TWC is a FSP designed to address the mental health needs of the Asian/Pacific Islander (API) communities in Sacramento County. It is staffed by consumers, family members and community members and provides a full range of services with interventions and treatment that take into account cultural and religious beliefs and values; traditional and natural healing practices; and ceremonies recognized by the API community. The goals of the TWC are to increase the number of the API population that receive timely and appropriate mental health services and to decrease the number of individuals utilizing social services, acute care, or public safety providers as a component of untreated mental illness.

The Growth Funds will be used to increase the number of members served from 175 to 200. The age breakdown is as follows:

- Children and families: increase from 72 to 82
- Transition Age Youth: increase from 23 to 26
- Adults: increase from 61 to 70
- Older Adults: increase from 19 to 22

In order to meet the increased needs of serving additional members, several new staff positions will be added: one (1) Clinician; one (1) Sr. Mental Health Counselor; one (1) Mental Health Counselor; four (4) Wellness and Recovery Specialists; and a half-time (.5) Office Assistant. The additional positions will allow TWC to broaden expertise (i.e., co-occurring disorders, employment, housing, etc.) and increase language capacity of staff. Each Clinical Supervisor will oversee a team that serves approximately 60 to 70 enrolled members. The Office Assistant will work under the supervision of the Quality Assurance Manager and will provide clerical support for TWC housing assistance and employment activities; ensure client rents and other bills are paid in a timely manner; and provide receptionist and data entry support. With the addition of these positions, TWC has a total of 32.5 FTEs. This number does not tie back to our original approved plan, as at the time of submission, Sacramento County had not chosen a provider and 20.5 FTEs was an estimate.

The original number of members to be served by the TWC was 250 at a cost of \$10,001 per member. However, during contract negotiations, it was determined that 250 was too high for the types of services to be provided. It was also determined that \$10,001 was not a sufficient amount to adequately serve each member in a way that meets all their needs in a culturally appropriate manner. Therefore, the caseload was reduced to 175 members at a cost of \$14,287 per member.

As stated previously, the numbers to be served will be increased from 175 to 200 with the Growth Funds. Based on a total program budget of \$3,284,377, the net cost per client will increase from \$14,287 to \$16,422. The MHSA net cost per client will increase from \$10,347 to \$12,974. This increase in cost per client is a more accurate reflection of the costs involved in providing culturally competent services to fourteen (14) different cultural groups within the API Community. TWC's revised MHSA CSS Budget Worksheet and Detailed Staffing Worksheet (Exhibits 5a and 5b) are attached.

Wellness and Recovery Center (WRC) – Growth Funds Requested: \$598,051

WRC is a neighborhood based multi-service center that provides a supportive environment offering choice and self-directed guidance for recovery and transition into community life. The WRC is consumer owned and operated employing consumers and training individuals for peer counseling, peer mentoring, advocacy, and leadership opportunities through Sacramento County. WRC provides opportunities for individuals to be involved with diverse cultural, ethnic and faith-based supports and interpretation/translation services are provided. Services include psycho-educational groups, educational guidance, vocational services, psychiatric support and natural healing practices. Key activities include a library, resource center and computer lab that can be utilized by center participants and the general public interested in learning more about mental health and recovery. The services and activities at WRC are geared toward assisting consumers and family members to develop personal wellness and recovery skills that prevent relapse, promote support and independence, improve quality of life, and provide integration into a variety of roles in the community.

The Growth Funds will be used to increase the total number of members served at WRC from 450 annually to 550. In order to accommodate the increase in numbers, one (1) Program Coordinator; two-and-a-half (2.5) Office Assistants, and three (3) Wellness and Recovery Mentors will be added to the WRC staff. Funds will also be used to increase physician time to meet the needs of members who need medication support services. With these additional positions, WRC will have a total of 30.68 FTEs. This number does not tie back to our original approved plan, as at the time of submission, Sacramento County had not chosen a provider and 11.46 FTEs was an estimate.

Based on a total program budget of \$1,533,188, the net cost per client will increase from \$2,078 to \$2,788. The MHSA net cost per client will increase from \$1,753 to \$2,521. WRC's revised MHSA CSS Budget Worksheet and Detailed Staffing Worksheet (Exhibits 5a and 5b) are attached.

EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet

County(ies): Sacramento Fiscal Year: 2007-08
 Program Workplan # SAC1 Date: 2/8/08
 Program Workplan Name Transitional Community Opportunities for Recovery and Engagement Page of
 Type of Funding 2. System Development Months of Operation 12
 Proposed Total Client Capacity of Program/Service: 780 New Program/Service or Expansion New
 Existing Client Capacity of Program/Service: Prepared by: Jane Ann LeBlanc
 Client Capacity of Program/Service Expanded through MHSA: 780 Telephone Number: 875-0188

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
A. Expenditures				
1. Client, Family Member and Caregiver Support Expenditures				
a. Clothing, Food and Hygiene			\$0	\$0
b. Travel and Transportation			\$0	\$0
c. Housing			\$0	
i. Master Leases				\$0
ii. Subsidies				\$0
iii. Vouchers				\$0
iv. Other Housing				\$0
d. Employment and Education Supports			\$0	\$0
e. Other Support Expenditures (provide description in budget narrative)			\$0	\$0
f. Total Support Expenditures	\$0	\$0	\$0	\$0
2. Personnel Expenditures				
a. Current Existing Personnel Expenditures (from Staffing Detail)				\$0
b. New Additional Personnel Expenditures (from Staffing Detail)			\$1,351,868	\$1,351,868
c. Employee Benefits			\$473,157	\$473,157
d. Total Personnel Expenditures	\$0	\$0	\$1,825,025	\$1,825,025
3. Operating Expenditures				
a. Professional Services			\$94,800	\$94,800
b. Translation and Interpreter Services			\$13,815	\$13,815
c. Travel and Transportation			\$148,992	\$148,992
d. General Office Expenditures			\$42,638	\$42,638
e. Rent, Utilities and Equipment			\$200,300	\$200,300
f. Medication and Medical Supports			\$208,218	\$208,218
g. Other Operating Expenses (provide description in budget narrative)			\$93,307	\$93,307
h. Total Operating Expenditures	\$0	\$0	\$802,070	\$802,070
4. Program Management				
a. Existing Program Management				\$0
b. New Program Management			\$394,064	\$394,064
c. Total Program Management		\$0	\$394,064	\$394,064
5. Estimated Total Expenditures when service provider is not known				
				\$0
6. Total Proposed Program Budget				
	\$0	\$0	\$3,021,159	\$3,021,159
B. Revenues				
1. Existing Revenues				
a. Medi-Cal (FFP only)	\$0	\$0	\$0	\$0
b. Medicare/Patient Fees/Patient Insurance	\$0	\$0	\$0	\$0
c. Realignment	\$0	\$0	\$0	\$0
d. State General Funds	\$0	\$0	\$0	\$0
e. County Funds	\$0	\$0	\$0	\$0
f. Grants	\$0	\$0	\$0	\$0
g. Other Revenue	\$0	\$0	\$0	\$0
h. Total Existing Revenues	\$0	\$0	\$0	\$0
2. New Revenues				
a. Medi-Cal (FFP only)	\$0	\$0	\$727,341	\$727,341
b. Medicare/Patient Fees/Patient Insurance	\$0	\$0	\$0	\$0
c. State General Funds	\$0	\$0	\$0	\$0
d. Other Revenue	\$0	\$0	\$0	\$0
e. Total New Revenue	\$0	\$0	\$727,341	\$727,341
3. Total Revenues				
	\$0	\$0	\$727,341	\$727,341
C. One-Time CSS Funding Expenditures				
	\$0	\$0	\$0	\$0
D. Total Funding Requirements				
	\$0	\$0	\$2,293,818	\$2,293,818
E. Percent of Total Funding Requirements for Full Service Partnerships				
				0.6%

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Transitional Community Opportunities for Recovery and Engagement - #SAC1

County: Sacramento

Fiscal Year: 2007-08

A. Expenditures

1. Client, Family Member and Caregiver Support Expenditures

a. Clothing, Food and Hygiene

Not applicable.

b. Travel and Transportation

Not applicable.

c. Housing

i. Master Leases

Not applicable.

ii. Subsidies

Not applicable.

iii. Vouchers

Not applicable.

iv. Other Housing

Not applicable.

d. Employment and Education Supports

Not applicable.

e. Other Support Expenditures (provide description in budget narrative)

Not applicable.

2. Personnel Expenditures

a. Current Existing Personnel Expenditures (from Staffing Detail)

Not applicable.

b. New Additional Personnel Expenditures (from Staffing Detail)

Salaries include incentives (if applicable)

c. Employee Benefits

Calculated at agency standard

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Transitional Community Opportunities for Recovery and Engagement - #SAC1

County: Sacramento

Fiscal Year: 2007-08

3. Operating Expenditures

a. Professional Services

Miscellaneous consultation services, including: Legal, Personnel, and IT Consultation.
Employment Specialist

b. Translation and Interpreter Services

Includes phone interpretation for receptionist when bilingual staff are not available, face-to-face interpreter service, and contract to administer language proficiency tests to prospective employees.

c. Travel and Transportation

Mileage reimbursement for program staff and daily/monthly bus passes, taxi, and para transit for clients (when in need of this assistance).

d. General Office Expenditures

General office supplies, postage, business cards, professional books and publications, copying, cleaning supplies, etc.

e. Rent, Utilities and Equipment

Rent, utilities, janitorial, minor building maintenance and repair, alarm lease, postage meter lease, computer network contract, telephone serve, T-1 line, and cell phone service.

f. Medication and Medical Supports

Contracted medical waste disposal, lab costs and medications for indigent clients, and co-payment assistance for Medi-Cal/MediCare clients.

g. Other Operating Expenses (provide description in budget narrative)

Liability insurance, staff development/ conferences, advertising (client recruitment, food/materials for support groups, after-hours crisis support line

4. Program Management

a. Existing Program Management

Not applicable.

b. New Program Management

Program management costs

5. Estimated Total Expenditures when service provider is not known

Not applicable.

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Transitional Community Opportunities for Recovery and Engagement - #SAC1

County: Sacramento

Fiscal Year: 2007-08

B. Revenues

1. Existing Revenues

a. Medi-Cal (FFP only)

Not applicable.

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

c. Realignment

Not applicable.

d. State General Funds

Not applicable.

e. County Funds

Not applicable.

f. Grants

Not applicable.

g. Other Revenue

Not applicable.

2. New Revenues

a. Medi-Cal (FFP only)

Anticipated Medi-Cal (FFP) revenue

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

c. State General Funds

Not applicable.

d. Other Revenue

Not applicable.

C. One-Time CSS Funding Expenditures

Not applicable.

EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet

County(ies): Sacramento Fiscal Year: 2007-08
 Program Workplan # SAC2 Date: 2/8/08
 Program Workplan Name Sierra Elder Wellness Page of
 Type of Funding 1. Full Service Partnership Months of Operation 12
 Proposed Total Client Capacity of Program/Service: 125 New Program/Service or Expansion New
 Existing Client Capacity of Program/Service: 0 Prepared by: Jane Ann LeBlanc
 Client Capacity of Program/Service Expanded through MHSA: 125 Telephone Number: 875-0188

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
A. Expenditures				
1. Client, Family Member and Caregiver Support Expenditures				
a. Clothing, Food and Hygiene			\$25,000	\$25,000
b. Travel and Transportation			\$15,000	\$15,000
c. Housing				\$0
i. Master Leases			\$20,000	\$20,000
ii. Subsidies			\$30,000	\$30,000
iii. Vouchers			\$10,000	\$10,000
iv. Other Housing				\$0
d. Employment and Education Supports			\$10,000	\$10,000
e. Other Support Expenditures (provide description in budget narrative)			\$60,000	\$60,000
f. Total Support Expenditures	\$0	\$0	\$170,000	\$170,000
2. Personnel Expenditures				
a. Current Existing Personnel Expenditures (from Staffing Detail)				\$0
b. New Additional Personnel Expenditures (from Staffing Detail)			\$676,023	\$676,023
c. Employee Benefits			\$209,567	\$209,567
d. Total Personnel Expenditures	\$0	\$0	\$885,590	\$885,590
3. Operating Expenditures				
a. Professional Services			\$160,000	\$160,000
b. Translation and Interpreter Services			\$10,000	\$10,000
c. Travel and Transportation			\$50,000	\$50,000
d. General Office Expenditures			\$92,098	\$92,098
e. Rent, Utilities and Equipment			\$190,000	\$190,000
f. Medication and Medical Supports			\$174,845	\$174,845
g. Other Operating Expenses (provide description in budget narrative)			\$0	\$0
h. Total Operating Expenditures	\$0	\$0	\$676,943	\$676,943
4. Program Management				
a. Existing Program Management				\$0
b. New Program Management			\$236,255	\$236,255
c. Total Program Management		\$0	\$236,255	\$236,255
5. Estimated Total Expenditures when service provider is not known				
6. Total Proposed Program Budget				
	\$0	\$0	\$1,968,788	\$1,968,788
B. Revenues				
1. Existing Revenues				
a. Medi-Cal (FFP only)				\$0
b. Medicare/Patient Fees/Patient Insurance				\$0
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue				\$0
h. Total Existing Revenues	\$0	\$0		\$0
2. New Revenues				
a. Medi-Cal (FFP only)			\$431,969	\$431,969
b. Medicare/Patient Fees/Patient Insurance				\$0
c. State General Funds				\$0
d. Other Revenue				\$0
e. Total New Revenue	\$0	\$0	\$431,969	\$431,969
3. Total Revenues				
	\$0	\$0	\$431,969	\$431,969
C. One-Time CSS Funding Expenditures				
				\$0
D. Total Funding Requirements				
	\$0	\$0	\$1,536,819	\$1,536,819
E. Percent of Total Funding Requirements for Full Service Partnerships				
				100.0%

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Sierra Elder Wellness Program - #SAC2

County: Sacramento

Fiscal Year: 2007-08

A. Expenditures

1. Client, Family Member and Caregiver Support Expenditures

a. Clothing, Food and Hygiene

Clothing, food, and hygiene supplies for clients.

b. Travel and Transportation

Includes taxi vouchers, specialized medical transportation, bus tickets, and other miscellaneous transportation and travel expenses for clients.

c. Housing

i. Master Leases

As needed to secure transitional and permanent housing.

ii. Subsidies

Includes emergency rent, transitional housing, and permanent housing subsidies.

iii. Vouchers

Hotel vouchers.

iv. Other Housing

Respite housing.

d. Employment and Education Supports

Includes educational and employment support materials such as books, supplies, and fees.

e. Other Support Expenditures (provide description in budget narrative)

Family reunification costs, detox, adult day care, wigs, prosthetics, assisted hearing devices, durable medical equipment, lift chairs, Companion Care, pet care/boarding in event of emergency. May include Dentists, Podiatrists, Primary Care services.

2. Personnel Expenditures

a. Current Existing Personnel Expenditures (from Staffing Detail)

Not applicable.

b. New Additional Personnel Expenditures (from Staffing Detail)

Salaries include incentives (if applicable).

c. Employee Benefits

Calculated according to agency standard.

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Sierra Elder Wellness Program - #SAC2

County: Sacramento

Fiscal Year: 2007-08

3. Operating Expenditures

a. Professional Services

Includes, but not limited to, Psychiatrists, Physicians Assistant, Geriatric Consultants, IT Consultants, and Medical Transcribers.

b. Translation and Interpreter Services

Includes costs associated with translation and interpreter services when staff are not able to provide these services.

c. Travel and Transportation

Mileage reimbursement for program staff, program vehicle insurance and maintenance, and gas.

d. General Office Expenditures

Office supplies, office furniture, postage, copying, information technology supplies, etc.

e. Rent, Utilities and Equipment

Rent, security, parking, cell phones, other telecommunication equipment, fax, utilities, and custodial services.

f. Medication and Medical Supports

Medications, medical supplies, medical appliances, and laboratory testing expenses.

g. Other Operating Expenses (provide description in budget narrative)

Not applicable.

4. Program Management

a. Existing Program Management

Not applicable.

b. New Program Management

Program management costs

5. Estimated Total Expenditures when service provider is not known

Not applicable.

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Sierra Elder Wellness Program - #SAC2

County: Sacramento

Fiscal Year: 2007-08

B. Revenues

1. Existing Revenues

a. Medi-Cal (FFP only)

Not applicable.

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

c. Realignment

Not applicable.

d. State General Funds

Not applicable.

e. County Funds

Not applicable.

f. Grants

Not applicable.

g. Other Revenue

Not applicable.

2. New Revenues

a. Medi-Cal (FFP only)

Anticipated Medi-cal (FFP) revenue

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

c. State General Funds

Not applicable.

d. Other Revenue

Not applicable.

C. One-Time CSS Funding Expenditures

Not applicable.

EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet

County(ies): Sacramento Fiscal Year: 2007-08
 Program Workplan # SAC4 Date: 2/8/08
 Program Workplan Name Pathways to Success after Homelessness Page of
 Type of Funding 1. Full Service Partnership Months of Operation 12
 Proposed Total Client Capacity of Program/Service: 176 New Program/Service or Expansion New
 Existing Client Capacity of Program/Service: 0 Prepared by: Jane Ann LeBlanc
 Client Capacity of Program/Service Expanded through MHSA: 176 Telephone Number: (916) 875-0188

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
A. Expenditures				
1. Client, Family Member and Caregiver Support Expenditures				
a. Clothing, Food and Hygiene			\$63,000	\$63,000
b. Travel and Transportation			\$13,517	\$13,517
c. Housing				
i. Master Leases			\$387,601	\$387,601
ii. Subsidies			\$461,500	\$461,500
iii. Vouchers			\$96,900	\$96,900
iv. Other Housing			\$0	\$0
d. Employment and Education Supports			\$42,698	\$42,698
e. Other Support Expenditures (provide description in budget narrative)			\$213,103	\$213,103
f. Total Support Expenditures	\$0	\$0	\$1,278,319	\$1,278,319
2. Personnel Expenditures				
a. Current Existing Personnel Expenditures (from Staffing Detail)			\$0	\$0
b. New Additional Personnel Expenditures (from Staffing Detail)			\$1,167,667	\$1,167,667
c. Employee Benefits			\$420,858	\$420,858
d. Total Personnel Expenditures	\$0	\$0	\$1,588,525	\$1,588,525
3. Operating Expenditures				
a. Professional Services			\$223,800	\$223,800
b. Translation and Interpreter Services			\$15,000	\$15,000
c. Travel and Transportation			\$63,591	\$63,591
d. General Office Expenditures			\$19,350	\$19,350
e. Rent, Utilities and Equipment			\$216,528	\$216,528
f. Medication and Medical Supports			\$62,094	\$62,094
g. Other Operating Expenses (provide description in budget narrative)			\$192,999	\$192,999
h. Total Operating Expenditures	\$0	\$0	\$793,362	\$793,362
4. Program Management				
a. Existing Program Management				\$0
b. New Program Management			\$265,495	\$265,495
c. Total Program Management		\$0	\$265,495	\$265,495
5. Estimated Total Expenditures when service provider is not known				
6. Total Proposed Program Budget				
	\$0	\$0	\$3,925,701	\$3,925,701
B. Revenues				
1. Existing Revenues				
a. Medi-Cal (FFP only)				
b. Medicare/Patient Fees/Patient Insurance				
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue				\$0
h. Total Existing Revenues	\$0	\$0	\$0	\$0
2. New Revenues				
a. Medi-Cal (FFP only)			\$527,940	\$527,940
b. Medicare/Patient Fees/Patient Insurance				\$0
c. State General Funds			\$102,060	\$102,060
d. Other Revenue			\$300,000	\$300,000
e. Total New Revenue	\$0	\$0	\$930,000	\$930,000
3. Total Revenues				
	\$0	\$0	\$930,000	\$930,000
C. One-Time CSS Funding Expenditures				
				\$0
D. Total Funding Requirements				
	\$0	\$0	\$2,995,701	\$2,995,701
E. Percent of Total Funding Requirements for Full Service Partnerships				
				100.0%

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Pathways to Success after Homelessness Program - #SAC4

County: Sacramento

Fiscal Year: 2007-08

A. Expenditures

1. Client, Family Member and Caregiver Support Expenditures

a. Clothing, Food and Hygiene

Clothing, food, and hygiene supplies for clients.

b. Travel and Transportation

Includes bus passes, training in use of Regional Transit system, medical/dental transportation, and miscellaneous transportation and travel expenses for clients attending consumer-related events.

c. Housing

i. Master Leases

As needed to secure transitional and permanent housing.

ii. Subsidies

Includes \$300,000 in rental subsidies funded by Sacramento Housing and Redevelopment Agency, as well as rental subsidies funded by MHSA.

Transitional housing and permanent housing subsidies.

iii. Vouchers

Includes temporary hotel/motel housing assistance vouchers.

iv. Other Housing

Not applicable

d. Employment and Education Supports

Educational and employment support materials such as books, supplies, and fees; tuition and related educational expenses; costs of employment and training for program members unable to work in the competitive market but who still desire employment.

e. Other Support Expenditures (provide description in budget narrative)

Furniture, household items, and costs related to payee services, medical and dental care, miscellaneous costs

2. Personnel Expenditures

a. Current Existing Personnel Expenditures (from Staffing Detail)

Not applicable.

b. New Additional Personnel Expenditures (from Staffing Detail)

Salaries include incentives (if applicable).

c. Employee Benefits

Calculated at agency standard.

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Pathways to Success after Homelessness Program - #SAC4

County: Sacramento

Fiscal Year: 2007-08

3. Operating Expenditures

a. Professional Services

Physician time.

b. Translation and Interpreter Services

Includes phone interpretation for receptionist when bilingual staff are not available, face-to-face interpreter service, and contract to administer language proficiency tests to prospective employees.

c. Travel and Transportation

Mileage reimbursement for program staff and cost of safety inspections of vehicles.

d. General Office Expenditures

General office supplies, postage, copying, repair and maintenance of equipment, etc.

e. Rent, Utilities and Equipment

Rent, utilities, janitorial, building service leases, computer network contract, telephone service, T-1 line, and cell phone service.

f. Medication and Medical Supports

Contracted medical waste disposal, lab costs, medications, and co-payment assistance for Medi-Cal/MediCare clients.

g. Other Operating Expenses (provide description in budget narrative)

Insurance, staff development and conferences, Fairview apt costs, etc.

4. Program Management

a. Existing Program Management

Not applicable.

b. New Program Management

Program management costs

5. Estimated Total Expenditures when service provider is not known

Not applicable.

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Pathways to Success after Homelessness Program - #SAC4

County: Sacramento

Fiscal Year: 2007-08

B. Revenues

1. Existing Revenues

a. Medi-Cal (FFP only)

Not applicable.

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

c. Realignment

Not applicable.

d. State General Funds

Not applicable.

e. County Funds

Not applicable.

f. Grants

Not applicable.

g. Other Revenue

Not applicable.

2. New Revenues

a. Medi-Cal (FFP onl

Anticipated Medi-Cal (FFP) revenue

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

c. State General Funds

Anticipated EPSDT revenue

d. Other Revenue

Rental subsidy funding provided by Sacramento Housing and Redevelopment Agency (SHRA Housing Authority)

C. One-Time CSS Funding Expenditures

Not applicable

EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet

County(ies): Sacramento Fiscal Year: 2007-08
 Program Workplan # SAC5 Date: 2/8/08
 Program Workplan Name Transcultural Wellness Center Page of
 Type of Funding 1. Full Service Partnership Months of Operation 12
 Proposed Total Client Capacity of Program/Service: 200 New Program/Service or Expansion New
 Existing Client Capacity of Program/Service: Prepared by: Jane Ann LeBlanc
 Client Capacity of Program/Service Expanded through MHSA: 200 Telephone Number: 916-875-0188

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
A. Expenditures				
1. Client, Family Member and Caregiver Support Expenditures				
a. Clothing, Food and Hygiene			\$90,000	\$90,000
b. Travel and Transportation			\$80,000	\$80,000
c. Housing				
i. Master Leases				\$0
ii. Subsidies			\$500,000	\$500,000
iii. Vouchers				\$0
iv. Other Housing				\$0
d. Employment and Education Supports			\$75,000	\$75,000
e. Other Support Expenditures (provide description in budget narrative)			\$70,000	\$70,000
f. Total Support Expenditures	\$0	\$0	\$815,000	\$815,000
2. Personnel Expenditures				
a. Current Existing Personnel Expenditures (from Staffing Detail)			\$0	\$0
b. New Additional Personnel Expenditures (from Staffing Detail)			\$1,055,975	\$1,055,975
c. Employee Benefits			\$253,434	\$253,434
d. Total Personnel Expenditures	\$0	\$0	\$1,309,409	\$1,309,409
3. Operating Expenditures				
a. Professional Services			\$426,766	\$426,766
b. Translation and Interpreter Services			\$24,250	\$24,250
c. Travel and Transportation			\$88,846	\$88,846
d. General Office Expenditures			\$34,000	\$34,000
e. Rent, Utilities and Equipment			\$130,000	\$130,000
f. Medication and Medical Supports			\$75,000	\$75,000
g. Other Operating Expenses (provide description in budget narrative)			\$14,750	\$14,750
h. Total Operating Expenditures	\$0	\$0	\$793,612	\$793,612
4. Program Management				
a. Existing Program Management			\$0	\$0
b. New Program Management			\$366,356	\$366,356
c. Total Program Management		\$0	\$366,356	\$366,356
5. Estimated Total Expenditures when service provider is not known				
				N/A
6. Total Proposed Program Budget				
	\$0	\$0	\$3,284,377	\$3,284,377
B. Revenues				
1. Existing Revenues				
a. Medi-Cal (FFP only)				\$0
b. Medicare/Patient Fees/Patient Insurance				\$0
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue				\$0
h. Total Existing Revenues	\$0	\$0	\$0	\$0
2. New Revenues				
a. Medi-Cal (FFP only)			\$517,120	\$517,120
b. Medicare/Patient Fees/Patient Insurance			\$0	\$0
c. State General Funds			\$172,373	\$172,373
d. Other Revenue			\$0	\$0
e. Total New Revenue	\$0	\$0	\$689,493	\$689,493
3. Total Revenues				
	\$0	\$0	\$689,493	\$689,493
C. One-Time CSS Funding Expenditures				
				\$0
D. Total Funding Requirements				
	\$0	\$0	\$2,594,884	\$2,594,884
E. Percent of Total Funding Requirements for Full Service Partnerships				
				100.0%

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Transcultural Wellness Center - #SAC5

County: Sacramento

Fiscal Year: 2007-08

A. Expenditures

1. Client, Family Member and Caregiver Support Expenditures

a. Clothing, Food and Hygiene

Clothing, Food and Hygiene products

b. Travel and Transportation

Bus passes and Paratransit assistance. Client auto maintenance and repairs.

c. Housing

i. Master Leases

Not applicable.

ii. Subsidies

Housing, utilities, and other related expenses

iii. Vouchers

Not applicable.

iv. Other Housing

Not applicable.

d. Employment and Education Supports

Employment Activities/Supports

e. Other Support Expenditures (provide description in budget narrative)

Conferences/social events, enrichment field trips, primary health & dental care, complementary alternative medical care, milestone celebrations, incentives

2. Personnel Expenditures

a. Current Existing Personnel Expenditures (from Staffing Detail)

Not applicable.

b. New Additional Personnel Expenditures (from Staffing Detail)

Salaries include incentives (if applicable)

c. Employee Benefits

Calculated according to agency standard

3. Operating Expenditures

a. Professional Services

Proportionate share of IT network/database maintenance, training, conferences, honorariums for guest trainers, consultants, subcontracts, student stipends

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Transcultural Wellness Center - #SAC5

County: Sacramento

Fiscal Year: 2007-08

b. Translation and Interpreter Services

Includes phone interpretation for receptionist when bilingual staff are not available, face-to-face interpreter service, and evening/weekends Language Line subscription service

c. Travel and Transportation

Mileage reimbursement for program staff

d. General Office Expenditures

General office supplies, postage, copying, etc.

e. Rent, Utilities and Equipment

Rent, utilities, janitorial, minor building maintenance and repair, equipment service contracts

f. Medication and Medical Supports

Contracted medical waste disposal, lab costs and medications for indigent clients, and co-payment assistance for Medi-Cal/MediCare clients.

g. Other Operating Expenses (provide description in budget narrative)

Liability insurance, Group refreshments/materials, Advisory Committee costs, janitorial services.

4. Program Management

a. Existing Program Management

Not applicable.

b. New Program Management

Program management costs

5. Estimated Total Expenditures when service provider is not known

Not applicable.

B. Revenues

1. Existing Revenues

a. Medi-Cal (FFP only)

Not applicable.

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Transcultural Wellness Center - #SAC5

County: Sacramento

Fiscal Year: 2007-08

c. Realignment

Not applicable.

d. State General Funds

Not applicable.

e. County Funds

Not applicable.

f. Grants

Not applicable.

g. Other Revenue

Not applicable.

2. New Revenues

a. Medi-Cal (FFP only)

Anticipated Medi-Cal revenue (FFP only)

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

c. State General Funds

Anticipated EPSDT revenue

d. Other Revenue

Not applicable.

C. One-Time CSS Funding Expenditures

Not Applicable

EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet

County(ies): Sacramento Fiscal Year: 2007-08
 Program Workplan # SAC6 Date: 2/8/08
 Program Workplan Name Wellness and Recovery Center Page of
 Type of Funding 2. System Development Months of Operation 12
 Proposed Total Client Capacity of Program/Service: 550 New Program/Service or Expansion New
 Existing Client Capacity of Program/Service: 0 Prepared by: Jane Ann LeBlanc
 Client Capacity of Program/Service Expanded through MHSA: 550 Telephone Number: 916-875-0188

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
A. Expenditures				
1. Client, Family Member and Caregiver Support Expenditures				
a. Clothing, Food and Hygiene				\$0
b. Travel and Transportation				\$0
c. Housing				
i. Master Leases				\$0
ii. Subsidies				\$0
iii. Vouchers				\$0
iv. Other Housing				\$0
d. Employment and Education Supports				\$0
e. Other Support Expenditures (provide description in budget narrative)				<u>\$0</u>
f. Total Support Expenditures	\$0	\$0		\$0
2. Personnel Expenditures				
a. Current Existing Personnel Expenditures (from Staffing Detail)				\$0
b. New Additional Personnel Expenditures (from Staffing Detail)			\$898,058	\$898,058
c. Employee Benefits			<u>\$142,408</u>	\$142,408
d. Total Personnel Expenditures	\$0	\$0	\$1,040,466	\$1,040,466
3. Operating Expenditures				
a. Professional Services			\$50,651	\$50,651
b. Translation and Interpreter Services			\$12,029	\$12,029
c. Travel and Transportation			\$33,700	\$33,700
d. General Office Expenditures			\$43,800	\$43,800
e. Rent, Utilities and Equipment			\$174,700	\$174,700
f. Medication and Medical Supports			\$38,060	\$38,060
g. Other Operating Expenses (provide description in budget narrative)			<u>\$60,000</u>	\$60,000
h. Total Operating Expenditures	\$0	\$0	\$412,940	\$412,940
4. Program Management				
a. Existing Program Management				\$0
b. New Program Management			\$79,782	\$79,782
c. Total Program Management		\$0	\$79,782	\$79,782
5. Estimated Total Expenditures when service provider is not known				
6. Total Proposed Program Budget				
	\$0	\$0	\$1,533,188	\$1,533,188
B. Revenues				
1. Existing Revenues				
a. Medi-Cal (FFP only)				\$0
b. Medicare/Patient Fees/Patient Insurance				\$0
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue				\$0
h. Total Existing Revenues	\$0	\$0	\$0	\$0
2. New Revenues				
a. Medi-Cal (FFP only)			\$146,489	\$146,489
b. Medicare/Patient Fees/Patient Insurance				\$0
c. State General Funds				\$0
d. Other Revenue				<u>\$0</u>
e. Total New Revenue	\$0	\$0	\$146,489	\$146,489
3. Total Revenues				
	\$0	\$0	\$146,489	\$146,489
C. One-Time CSS Funding Expenditures				
D. Total Funding Requirements				
	\$0	\$0	\$1,386,699	\$1,386,699
E. Percent of Total Funding Requirements for Full Service Partnerships				
				0.6%

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Wellness and Recovery Center - #SAC6

County: Sacramento

Fiscal Year: 2007-08

A. Expenditures

1. Client, Family Member and Caregiver Support Expenditures

a. Clothing, Food and Hygiene

Not applicable.

b. Travel and Transportation

Not applicable.

c. Housing

i. Master Leases

Not applicable.

ii. Subsidies

Not applicable.

iii. Vouchers

Not applicable.

iv. Other Housing

Not applicable.

d. Employment and Education Supports

Not applicable.

e. Other Support Expenditures (provide description in budget narrative)

Not applicable.

2. Personnel Expenditures

a. Current Existing Personnel Expenditures (from Staffing Detail)

Not applicable.

b. New Additional Personnel Expenditures (from Staffing Detail)

Salaries include incentives (if applicable)

c. Employee Benefits

Calculated according to agency standard

3. Operating Expenditures

a. Professional Services

Miscellaneous consultation services

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Wellness and Recovery Center - #SAC6

County: Sacramento

Fiscal Year: 2007-08

b. Translation and Interpreter Services

Includes costs associated with translation and interpreter services when staff are not able to provide these services.

c. Travel and Transportation

Mileage reimbursement for program staff; van maintenance, gas, and operating expenses.

d. General Office Expenditures

General office supplies, postage, professional books and publications, copying, etc.

e. Rent, Utilities and Equipment

Rent, utilities, janitorial, minor building maintenance and repair, alarm lease, postage meter lease, computer network contract, telephone service, T-1 line, and cell phone service.

f. Medication and Medical Supports

Additional funds for Medication and Medical Supports were added to meet the increased number of medication support clients to be served from 175 to 250.

g. Other Operating Expenses (provide description in budget narrative)

Special events, staff development/conferences, library materials, group materials

4. Program Management

a. Existing Program Management

Not applicable.

b. New Program Management

Program management costs

5. Estimated Total Expenditures when service provider is not known

Not applicable.

B. Revenues

1. Existing Revenues

a. Medi-Cal (FFP only)

Not applicable.

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports
BUDGET NARRATIVE**

Wellness and Recovery Center - #SAC6

County: Sacramento

Fiscal Year: 2007-08

c. Realignment

Not applicable.

d. State General Funds

Not applicable.

e. County Funds

Not applicable.

f. Grants

Not applicable.

g. Other Revenue

Not applicable.

2. New Revenues

a. Medi-Cal (FFP only)

Anticipated Medi-cal (FFP) revenue

b. Medicare/Patient Fees/Patient Insurance

Not applicable.

c. State General Funds

Not applicable.

d. Other Revenue

Not applicable.

C. One-Time CSS Funding Expenditures

Not applicable.

EXHIBIT 5c--Mental Health Services Act Community Services and Supports Administration Budget Worksheet

County(ies): Sacramento

Fiscal Year: 2007-08

Date: 1/3/08

	Client, Family Member and Caregiver FTEs	Total FTEs	Budgeted Expenditures
A. Expenditures			
1. Personnel Expenditures			
a. MHSa Coordinator(s)		1.00	\$98,582
b. MHSa Support Staff		14.50	\$1,014,776
c. Other Personnel (list below)			
i.			
ii.			
iii.			
iv.			
v.			
vi.			
vii.			
d. Total FTEs/Salaries	0.00	15.50	\$1,113,358
e. Employee Benefits			\$420,306
f. Total Personnel Expenditures			\$1,533,664
2. Operating Expenditures			
a. Professional Services			\$96,644
b. Travel and Transportation			\$14,700
c. General Office Expenditures			\$23,586
d. Rent, Utilities and Equipment			\$133,775
e. Other Operating Expenses (provide description in budget narrative)			
f. Total Operating Expenditures			\$268,705
3. County Allocated Administration			
a. Countywide Administration (A-87)			\$313,575
b. Other Administration (provide description in budget narrative)			
c. Total County Allocated Administration			\$313,575
4. Total Proposed County Administration Budget			
			\$2,115,944
B. Revenues			
1. New Revenues			
a. Medi-Cal (FFP only)			\$195,766
b. Other Revenue			
2. Total Revenues			
			\$195,766
C. Start-up and One-Time Implementation Expenditures			
D. Total County Administration Funding Requirements			
			\$1,920,178

COUNTY CERTIFICATION

I HEREBY CERTIFY under penalty of perjury that I am the official responsible for the administration of Community Mental Health Services in and for said County; that I have not violated any of the provisions of Section 5891 of the Welfare and Institution Code in that all identified funding requirements (in all related program budgets and this administration budget) represent costs related to the expansion of mental health services since passage of the MHSa and do not represent supplanting of expenditures; that fiscal year 2004-05 funds required to be incurred on mental health services will be used in providing such services; and that to the best of my knowledge and belief this administration budget and all related program budgets in all respects are true, correct, and in accordance with the law.

Date: _____

Signature _____

Local Mental Health Director

Executed at _____, California

**EXHIBIT 5c--Mental Health Services Act Community Services and Supports
ADMINISTRATION BUDGET NARRATIVE**

County: Sacramento

Fiscal Year: 2007-08

A. Expenditures

1. Personnel Expenditures

a. MHSA Coordinator(s)

1.0 FTE Mental Health Program Manager

b. MHSA Support Staff

2.0 FTE Program Coordinator

1.0 FTE Secretary

1.0 FTE Senior Office Assistant

0.5 FTE Sr. Accountant

1.0 FTE Sr. Mental Health Counselor

4.0 FTE Human Services Program Planner B

2.0 FTE Human Services Program Planner A

1.0 FTE Administrative Services Officer II

2.0 FTE Administrative Services Officer I

c. Other Personnel (list below)

i. *Not applicable*

d. Total FTEs/Salaries

15.5 FTE Total

e. Total Personnel Expenditures

2. Operating Expenditures

a. Professional Services

Advertising, conferences/trainings, transcription, and interpreter services

b. Travel and Transportation

Business travel and mileage reimbursement at 48.5 cents/mile

c. General Office Expenditures

General office expenditures

d. Rent, Utilities and Equipment

Allocated costs per FTE

e. Other Operating Expenses (provide description in budget narrative)

f. Total Operating Expenditures

**EXHIBIT 5c--Mental Health Services Act Community Services and Supports
ADMINISTRATION BUDGET NARRATIVE**

County: Sacramento

Fiscal Year: 2007-08

3. County Allocated Administration

a. Countywide Administration (A-87)

Allocated costs per FTE

b. Other Administration (provide description in budget narrative)

c. Total County Allocated Administration

4. Total Proposed County Administration Budget

B. Revenues

1. New Revenues

a. Medi-Cal (FFP only)

Anticipated reimbursement for administrative portion of medi-cal revenue generated by MHSA programs.

b. Other Revenue

2. Total Revenues

C. Start-up and One-Time Implementation Expenditures

Not applicable

D. Total County Administration Funding Requirements