



# HEALTH SERVICES AGENCY

May 30, 2002

Peter Best  
Planning, Grants & Revenue Enhancement  
Department of Mental Health  
1600 Ninth Street, Rm. 130  
Sacramento, CA 95814

Dear Mr. Best:


Enclosed are the original and one copy of San Mateo County's application for the 2002-2003 PATH Grant. Included in the package are the following:

- Enclosure I: PATH Allocation Worksheet
- Enclosure I-A: Checklist for PATH Application
- Enclosure II: Certifications
- Enclosure III: Compliance Assurances
- Enclosure IV: Federal Assurances, Non-Construction Programs
- Enclosure V: Provider Narrative Face Sheet and Application Narrative
- Enclosure VI: Federal Grant Detailed Provider Budget

Documentation of the Mental Health Board review and the Board of Supervisors approval will be sent later.

You may call Julie Peck at (650) 573-3500 regarding program issues. If you have questions about other issues I can be reached at (650) 573-2531.

Sincerely,



Louise Rogers  
Deputy Director of Mental Health Services

Enclosures: PATH Grant application

Cc: Gale Bataille  
Julie Peck  
Janet Crist-Whitzel  
Aurora Pangilinan  
Ian Adamson, Mateo Lodge

## MENTAL HEALTH SERVICES DIVISION

State of California  
Department of Mental Health

Health and Welfare Agency

**PATH ALLOCATION WORKSHEET - PLANNING ESTIMATE**  
MH 1772B (2/02)

STATE FISCAL YEAR: 2002/2003

FEDERAL CATALOG NO. 93.150

COUNTY: SAN MATEO

REVISION NO: Planning Estimate

The State Department of Mental Health (DMH) provides (for planning purposes) the Federal Projects For Assistance in Transition From Homelessness (PATH) Formula Grant funds to counties for State Fiscal Year (SFY) 2002/2003. Your Planning Estimate is identified below.

PATH Funds SFY 2002/2003 (Amount Reimbursable):	\$62,204
SFY 2000/2001 Rollover:	\$
Total PATH Program SFY 2002/2003:	\$62,204

PURPOSE: Planning Estimate

Date: April 26, 2002

I the undersigned Director of Mental Health for SAN MATEO County, 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

Checklist for PATH Application

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

- Have you described anticipated gaps in mental health and other needed services in your county? Have you described the county's strategies for overcoming the identified gaps?
- Have you identified other services in your county for PATH eligible persons, including services provided by the private sector?
- Have you described how the special needs of homeless clients with co-occurring serious mental illness and substance abuse disorders will be met?
- Have you described how suitable housing services will be made available to PATH eligible individuals, including the names of sponsors and location of housing services? Have you indicated any Housing and Urban Development participation in your local planning process?
- Have you described the coordination of PATH funded and non-PATH funded services?
- Have you described how consumers and family members are appropriately involved in the planning, implementation and evaluation of PATH funded services?
- Have you described how the staffing is sensitive to the age, gender, and racial/ethnic characteristics of the target population?

**Federal Assurances**

**Forms Included:**

1. CERTIFICATIONS  
PHS 5161-1 (6/99)

## 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, 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.

Enclosure IV

## **Federal Assurances**

Forms Included:

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

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

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

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

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


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

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

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



9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protection 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 11599 (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.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Director, Mental Health
APPLICANT ORGANIZATION San Mateo County Mental Health Services	DATE SUBMITTED 5/30/02

## PATH PROGRAM

### PROVIDER INTENDED USE PLAN - FACE SHEET

Rev

County San Mateo Fiscal Year: 2002/2003  
 Provider Mateo Lodge, Inc. Allocation: \$62,204  
 Provider Type Community Mental Health  
 Service Area (county, city, region, neighborhood, etc) County  
 County Contact Person: Julie Peck  
 Telephone: (650) 573-3500 FAX: (650) 572-9347  
 email: JPeck@co.sanmateo.ca.us

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

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

Indicate which budget categories are funded by PATH:

Personnel  Equipment  Travel  
 Consultants  Supplies  Other

#### Description of the flow of federal PATH funds in California:

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

#### Additional Required Items (ITEMS 1 - 13 OF THE INTENDED USE PLAN)

To complete the INTENDED USE PLAN, please submit items 1 thru 13 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.

**SAN MATEO COUNTY  
PATH GRANT APPLICATION  
FISCAL YEAR 2002-2003**

**INTENDED USE PLAN**

- (1) This PATH grant funds 1.6 FTE positions that are part of the Mobile Intensive Support Team operated by Mateo Lodge, Inc. Mateo Lodge, Inc. is a nonprofit provider, who contracts with San Mateo County Mental Health Services Division for the Mobile Intensive Support Team as well as other community-based mental health services.
- (2) This PATH grant funds mobile intensive support services throughout San Mateo County, with a specific neighborhood focus on East Palo Alto and Redwood City, where the majority of the County's Spanish-speaking population resides. Also, the Maguire Jail is located in Redwood City, and it is common for jailed individuals to be released to the streets with no place to go at 12:01 a.m. If individuals go from jail to PES, for lack of other options, Mobile Support can be called to provide assistance.
- (3) San Mateo Mental Health Services Division distributes PATH funds to Mateo Lodge, Inc. to provide PATH funded services to the community.
- (4) This PATH grant funds 1.6 FTE outreach workers on the Mateo Lodge, Inc. Mobile Intensive Support Team. The full-time position is a Hispanic, bilingual outreach worker who focuses his efforts primarily to the Spanish-speaking population in San Mateo County most notably East Palo Alto and Redwood City. The Housing Department conducted a recent "homeless count" and found that almost 20% of San Mateo County's homeless persons were Hispanic.

The individual filling the .6 FTE position works Friday, Saturday and Sunday evenings and responds primarily to Psychiatric Emergency Services or law enforcement jurisdictions. Psychiatric Emergency Services often needs assistance on the weekend p.m. shifts with placement of homeless mentally ill persons.

The federal PATH dollars will be utilized by Mateo Lodge, Inc. to provide the following services:

1. Outreach services;
2. Case management services, including:
  - A. Preparing a plan for the provision of community mental health services to eligible homeless individuals and reviewing the plan not less than every three months;

- B. Providing assistance in obtaining and coordinating social and maintenance services for eligible individuals, including services relating to daily activities, personal financial planning, transportation services, habilitation and rehabilitation services, pre-vocational and vocational services, and housing services;
  - C. Providing assistance to eligible homeless individuals in obtaining income support services, including housing assistance, food stamps, and SSI benefits;
  - D. Representative payee services; and
  - E. Referrals for other appropriate services.
3. Referrals for primary health services, job training, educational services, and relevant housing services.
- (5) The following organizations are not funded by PATH but provide services and housing to PATH-eligible individuals:
- 1. Telecare operates San Mateo County's AB 2034 "Transitions Program", comprised of an Assertive Community Treatment Team that has enrolled 75 homeless individuals, who are seriously mentally ill. "Transitions" also provides supportive housing for 40 homeless, seriously mentally ill individuals on the Veterans Administration Menlo Park campus.
  - 2. The Spring Street Shelter, operated by the Mental Health Association, has capacity to house 15 individuals who are homeless and seriously mentally ill.
  - 3. The Clara Mateo Shelter, located on the VA Menlo Park campus, has capacity to serve 56 homeless individuals in the shelter and 20 individuals in their transitional housing wing.
  - 4. The "Homeless Veterans Facility", located on the VA Menlo Park campus has capacity to serve 60 homeless individuals as well as provide case management services.
  - 5. Maple Street Shelter has the capacity to serve 30 homeless individuals as well as provide employment-related referrals and case management services.
  - 6. Safe Harbor, formerly the winter shelter at the armory, has capacity for 85 homeless individuals.

- (6) The Mateo Lodge, Inc. coordinates with the above agencies by attending a twice monthly meeting, hosted by San Mateo County Mental Health Services, devoted to existing housing resources and individuals in need of placement. Also, the Mobile Intensive Support Team operates 7 days a week, 24 hours a day, and staff are available by a pager system with a timely response to callers.
- (7) This PATH grant does not fund housing services but rather outreach to homeless individuals in need of housing resources. Mateo Lodge, Inc. has an emergency homeless assistance fund, provided via contract with the Mental Health Services Division. Mobile Intensive Support Team members can access these funds to provide emergency housing in motels and hotels for individuals who are homeless and suffer from serious mental illness. Housing resources are made available to homeless individuals through the County's AB 2034 program, Clara Mateo Shelter and Spring Street Shelter that offers both shelter and transitional housing and, in addition, through case management services that will link appropriate individuals to other available housing resources such as Shelter Plus Care and Section 8.
- (8) Housing that is affordable is, by far, the most serious service gap in San Mateo county. San Mateo County is considered one of the most expensive counties to reside in the State of California. Currently, the average rent for a one-bedroom apartment is \$1350.
- (9) San Mateo County Mental Health Services leads a Supportive Housing Workgroup that meets monthly and is composed of mental health, social service, housing providers and advocacy groups. The Corporation for Supportive Housing provides technical assistance to this group. Mental Health Services and CSH recently coordinated a group of housing providers to submit a joint SHIA application to the Department of Mental Health. Unfortunately, San Mateo County's proposal was not funded.

San Mateo County Mental Health Services contracts with the Veterans Administration Palo Alto to lease a wing on the Menlo Park VA campus that provides 40 beds of supportive housing for homeless mentally ill utilizing AB 2034 dollars.

- (10) Four hundred clients, 80 of whom will be Hispanic, will be served by the Mobile Intensive Support Team. An unduplicated total count of clients served will be compiled from service logs recorded by the Mobile Intensive Support Team. One hundred clients will be PATH ENROLLED CLIENTS. Four hundred clients will receive a PATH SUPPORTED SERVICE.

- (11) It is estimated that seventy percent (70%) of individuals served by the Mental Health Services Division (direct and contract services) have a concomitant substance abuse problem. The Division directly provides an "Extended Evaluation Clinic" in each region of the County for substance abuse evaluation and treatment recommendations. In addition, dual diagnosis support groups and dual recovery groups are provided throughout the county. The Mental Health Services Division has employed a psychiatrist with extensive dual diagnosis interest and experience, and she provides dual diagnosis consultation to the regional outpatient clinics and extended evaluation clinics, as well as to the Division's contractors. There are currently 12 dual recovery groups occurring in mental health outpatient clinics and contract programs.
- (12) The Mobile Intensive Support Team staff member currently funded by PATH is bilingual, bicultural and he works primarily with Spanish-speaking homeless individuals. He is also a member of the Mental Health Services Division's Cultural Competency Committee. Eighty percent of the Mobile Intensive Support Team staff members are ethnic minorities, who reflect the target client population being served by the PATH grant. Mateo Lodge, Inc. is committed to diversity and this commitment is reflected in their overall staffing pattern. Staff attend cultural competency trainings annually.
- (13) Mateo Lodge, Inc., San Mateo County's PATH funded organization, is sponsored by the Alliance for the Mentally Ill. Their Board of Directors is comprised almost entirely of family and consumer members. The Board is involved in planning, implementation and evaluation of all services provided by Mateo Lodge, Inc.

**PATH GRANT**  
State Fiscal Year 2002/2003

Submission Date: 5/28/02  
Telephone Number: (415)573-3500  
Co. Internet Address: [jpeck@co.sanmateo.ca.us](mailto:jpeck@co.sanmateo.ca.us)

COUNTY: San Mateo

COUNTY CONTACT: Julie Peck

PROVIDER NAME: MATEO LODGE, INC.

PROVIDER ADDRESS: 420 Cassia Street, San Mateo

PROVIDER NUMBER: 4174 Mode/Cost Centers: 45/20

l i n e	Staff (List by title of position and number of FTE)		Column 2 Approved Budget SFY 2002/2003
1	Mobile Outreach Worker , 1.6 FTE		\$62,204
2			
3			
4			
5			
6			
7			
8			
9			
10			
11	Total staff expenses (sum lines 1 thru 10)		62,204
12	Consultant Costs:		
13			
14			
15	Equipment (Where feasible lease or rent ) (Itemize):		
16			
17			
18			
19			
20			
21	Supplies (Itemize):		
22			
23			
24			
25			
26	Travel:		
27			
28	Other Expenses (Itemize):		
29			
30			
31			
32			
33			
34			
35	Total Provider Expenses (sum lines 11 thru 34)		\$62,204
36	Administrative Costs (see instructions)		
37	Total costs Funded From Grant (sum lines 35 and 36)		\$62,204

## COMPLIANCE ASSURANCES

I hereby certify that the County of San Mateo agrees to the following:

- A. Amounts received under the PATH Formula Grant will be expended solely to provide services to persons who have a serious mental illness, or have a co-occurring serious mental illness and substance abuse disorder, and who are homeless or at imminent risk of becoming homeless.
- B. Grant funds shall be expended only for the following services:
  1. Outreach services;
  2. Screening and diagnostic treatment services;
  3. Habilitation and rehabilitation services;
  4. Community mental health services;
  5. Alcohol or drug treatment services;
  6. Staff training, including the training of individuals who work in sites where homeless individuals require services;
  7. Case management services;
  8. Supportive and supervisory services in residential settings;
  9. Referrals for primary health services, job training, education services, and relevant housing services; and
  10. Housing services including minor revision, expansion, and repair of housing; planning of housing, technical assistance in applying for housing assistance, improving the coordination of housing services, security deposits, costs associated with matching eligible homeless individuals with appropriate housing situations, and one-time rental payments to prevent eviction.
- C. 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.
- D. Special consideration will be given to funding entities with a demonstrated effectiveness in serving veterans who are homeless.
- E. 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.
- F. Not more than 2.0 percent of the payments under PATH will be expended for administrative expenses.
- G. The county will verify that the manner and timing of the public notification of the mental health board review of the PATH application provides sufficient opportunity to allow comments from interested persons and agencies at the board hearing.



- H. 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.
- I. 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 for each three dollars of federal funds provided in such payments. The amount of the county match is \$ 20,735.
- J. 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.
- K. The county agrees to provide all reports required by the State Department of Mental Health.
- L. The county has budgeted SFY 2002-2003 non-PATH funds for services to individuals who are homeless and mentally disabled as follows:

\$ 125,161 Federal (non-PATH)

\$ 1,584,970 Other

*John Bataille*  
Signature of Director

*5/30/02*  
Date

**5. CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE**

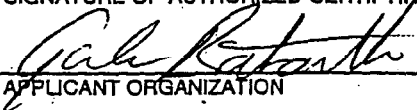
Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, early childhood development services, 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 Director, Mental Health
APPLICANT ORGANIZATION San Mateo County Mental Health Services	DATE SUBMITTED 5/30/02



# HEALTH SERVICES AGENCY

Mr. Ron Bettencourt  
Planning, Grants and Revenue Enhancement  
Department of Mental Health  
1600 Ninth Street, Room 130  
Sacramento, CA 95814

September 20, 2002

Dear Mr. Bettencourt:

Enclosed is San Mateo County's State Fiscal Year 2002-03 renewal application for the SAMHSA Block Grant. The application package includes the original and one copy of the following:

Enclosure 1 – Planning Estimate Worksheet  
Attachment 1 – Assurance of Compliance  
Attachments 2 and 3 – Certifications  
Program Narrative  
Attachment 4 – Program Data Sheets  
Federal Grant Detailed Provider Budget (MH 1779)

The Mental Health Board review and Board of Supervisors approval will be submitted later. If you have any questions you can call Julie Peck at (650) 573-3500.

Sincerely,

Gale Bataille, Director  
Mental Health Services

Cc: Louise Rogers, Deputy Director of Operations  
Julie Peck, Deputy Director for Adult and Older Adult Services  
Deborah Torres, Deputy Director for Child/Youth Services  
Janet Crist-Whitzel, Financial Services Manager  
Aurora Pangilinan, Financial Services Manager

**MENTAL HEALTH SERVICES DIVISION**

Board of Supervisors: Mark Church • Rose Jacobs Gibson • Richard S. Gordon • Jerry Hill • Michael D. Nevin • Health Services Director: Margaret

ENCLOSURE I

SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES  
ADMINISTRATION (SAMHSA) BLOCK GRANT  
SFY 2002-03 PLANNING ESTIMATE

COUNTY: SAN MATEO

ISSUE DATE: April 25, 2002

PROPOSED ALLOCATION \$ 833,014

Base Allocation	\$668,676
Dual Diagnosis Set-Aside	\$164,338

The County Department of Mental Health requests continuation of the Substance Abuse and Mental Health Services Administration (SAMHSA), Community Mental Health Services Block Grant. These funds will be used in accordance with 42 U.S.C.A., Sections 300x through 300x-13, as it read on January 1, 1992, and amended by Public Law (PL) 102-321, and will be used as stated in the enclosed Assurance of Compliance with Federal Requirements on Use of Allotments, and the Certification Statements.

The amount is the proposed total expenditure level for SFY 2002-03. The amount identified above is subject to change based on the level of appropriation approved in the State Budget Act of 2002. In addition, this amount is subject to adjustments for a net reimbursable amount to the county. The adjustments include, but are not limited to, Gramm-Rudmann-Hollings (Federal Deficit Reduction Act) reductions, prior year audit recoveries, federal legislative mandates applicable to categorical funding, augmentations, etc. The net amount reimbursable will be reflected in future allocations and/or advance payments as the specific dollar amounts of adjustments become known for each county.

The county should use this amount for planning purposes and to build the county's SFY 2002-03 base budget for SAMHSA Block Grant funded mental health programs.

*Gal Bataille*  
County Mental Health Director

9/20/02  
Date

**San Mateo County SAMSHA Block Grant Renewal Application  
2002-2003**

**DOCUMENTATION OF REVIEW BY LOCAL  
MENTAL HEALTH BOARD**

**This will be submitted at a later date.**

**San Mateo County SAMSHA Block Grant Renewal Application  
2002-2003**

**BOARD OF SUPERVISORS APPROVAL**

**This will be submitted at a later date.**

**San Mateo County SAMSHA Block Grant Renewal Application  
2002-2003**

**ASSURANCES OF COMPLIANCE**

ASSURANCE OF COMPLIANCE WITH TITLE XIX OF THE PUBLIC HEALTH  
SERVICE ACT  
REQUIREMENTS ON USE OF ALLOTMENTS  
As amended by Public Law (P.L) 102-321 and P.L. 106-310

The county, as recipient of grant funds, acknowledges and agrees to the following:

Section 1911(b) PURPOSE OF GRANTS

- (b) Purpose of Grants - A funding agreement for a grant under subsection (a) is that, subject to Section 1916, the State involved will expend the grant only for the purpose of--
  - (b)(1) carrying out the plan submitted under Section 1912(a) by the state for the fiscal year involved;
  - (b)(2) evaluating programs and services carried out under the plan; and
  - (b)(3) planning, administration, and educational activities related to providing services under the plan.

Section 1912 STATE PLAN FOR COMPREHENSIVE COMMUNITY MENTAL  
HEALTH SERVICES FOR CERTAIN INDIVIDUALS

- (a) In General - The Secretary may make a grant under Section 1911 only if--
  - (a)(1) the state involved submits to the Secretary a plan for providing comprehensive community mental health services to adults with a serious mental illness and to children with a serious emotional disturbance;
  - (a)(2) the plan meets the criteria specified in subsection (b); and
  - (a)(3) the plan is approved by the Secretary.

Section 1913(c) CRITERIA FOR MENTAL HEALTH CENTERS

- (c) Criteria for Mental Health Centers - The criteria referred to in subsection (b)(2) regarding community mental health centers are as follows--
  - (c)(1) With respect to mental health services, the centers provide services as follows;
    - (c)(1)(A) Services principally to individuals residing in a defined geographic area (hereafter in the subsection referred to as a "service area");



- (c)(1)(B) Outpatient services, including specialized outpatient services for children, the elderly, individuals with a serious mental illness, and residents of the service areas of the centers who have been discharged from inpatient treatment at a mental health facility;
- (c)(1)(C) 24-hour-a-day emergency care services;
- (c)(1)(D) Day treatment or other partial hospitalization services, or psychosocial rehabilitation services;
- (c)(1)(E) Screening for patients being considered for admission to state mental health facilities to determine the appropriateness of such admission;
- (c)(2) The mental health services of the centers are provided, within the limits of the capacities of the centers, to any individual residing or employed within the service area of the center regardless of ability to pay for such services;
- (c)(3) The mental health services of the centers are available and accessible promptly, as appropriate and in a manner which preserves human dignity and assures continuity and high quality care;

#### Section 1916 RESTRICTIONS ON USE OF PAYMENTS

- (a) In General - A funding agreement for a grant under Section 1911 is that the state involved will not expend the grant--
  - (a)(1) to provide inpatient services;
  - (a)(2) to make cash payments to intended recipients of health services;
  - (a)(3) to purchase or improve land, purchase, construct, or permanently improve (other than minor remodeling) any building or other facility, or purchase major medical equipment;
  - (a)(4) to satisfy any requirement for the expenditure of non-federal funds as a condition for the receipt of federal funds; or
  - (a)(5) to provide financial assistance to any entity other than a public or nonprofit private entity.
- (b) Limitation on Administrative Expenses - A funding agreement for a grant under Section 1911 is that the state involved will not expend more than five percent of the grant for administrative expenses with respect to the grant.

Counties have a ten percent administrative cap (see MH 1779)

## Section 1946 PROHIBITIONS REGARDING RECEIPT OF FUNDS

## (a) Establishment -

- (a)(1) Certain false statements and representation - A person shall not knowingly and willfully make or cause to be made any false statement or representation of a material fact in connection with the furnishing of items or services for which payments may be made by a state from a grant made to the state under Section 1911 or 1921.
- (a)(2) Concealing or failing to disclose certain events - A person with knowledge of the occurrence of any event affecting the initial or continued right of the person to receive any payments from a grant made to a state under Section 1911 or 1921 shall not conceal or fail to disclose any such event with an intent fraudulently to secure such payment either in a greater amount than is due or when no such amount is due.

- (b) Criminal Penalty for Violation of Prohibition - Any person who violates any prohibition established in subsection 9a) shall for each violation be fined in accordance with Title 18, United States Code, or imprisoned for not more than five years, or both.

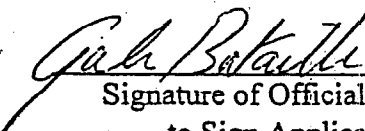
## Section 1947 NONDISCRIMINATION

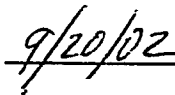
## (a) In General -

- (a)(1) Rule of construction regarding certain civil rights laws - For the purpose of applying the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975, on the basis of handicap under Section 504 of the Rehabilitation Act of 1973, on the basis of sex under Title IX of the Education Amendments of 1972, or on the basis of race, color, or national origin under Title VI of the Civil Rights Act of 1964, programs and activities funded in whole or in part with funds made available under Section 1911 or 1921 shall be considered to be programs and activities receiving federal financial assistance.
- (a)(2) Prohibition - No person shall on the grounds of sex (including, in the case of a woman, on the grounds that the woman is pregnant), or on the grounds of religion, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with funds made available under Section 1911 or 1921.

(b) Enforcement -

- (b)(1) Referrals to Attorney General after notice: Whenever the Secretary finds that a state, or an entity that has received a payment pursuant to Section 1911 or 1921, has failed to comply with a provision of law referred to in subsection (a)(1), with subsection (a)(2), or with and applicable regulation (including one prescribed to carry out subsection (a)(2), the Secretary shall notify the Chief Executive Officer of the state and shall request the Chief Executive Officer to secure compliance. If within a reasonable period of time, not to exceed 60 days, the Chief Executive Officer fails or refuses to secure compliance, the Secretary may--
- (b)(1)(A) refer the matter to the Attorney General with a recommendation that an appropriate civil action be instituted;
- (b)(1)(B) exercise the powers and functions provided by the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendment of 1972, or Title VI of the Civil Rights Act of 1964, as may be applicable; or
- (b)(1)(C) take such other actions as may be authorized by law.
- (b)(2) Authority of Attorney General - When a matter is referred to the Attorney General pursuant to paragraph (b)(1)(A), or whenever the Attorney General has reason to believe that a state or an entity is engaged in a pattern or practice in violation of a provision of law referred to in subsection (a)(1) or in violation of subsection (a)(2), the Attorney General may bring a civil action in any appropriate district court of the United States for such relief as may be appropriate, including injunctive relief.

  
\_\_\_\_\_  
Signature of Official Authorized  
to Sign Application

  
\_\_\_\_\_  
Date

**San Mateo County SAMSHA Block Grant Renewal Application  
2002-2003**

**CERTIFICATIONS**

## CERTIFICATIONS

### CERTIFICATION REGARDING LOBBYING

- 1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and 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 federal 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 Form to Report Lobbying," in accordance with its instructions.
- 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 prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, 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 for each such failure.

### SALARY CAP

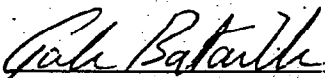
The undersigned certifies that no grant funds will be used to pay an individual salary at a rate in excess of \$166,700 per year, not including benefits.

### DRUG FREE WORK ENVIRONMENT

The undersigned certifies that reasonable efforts are made to maintain a drug-free work place in all programs supported by the Block Grant funds.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION INELIGIBILITY  
AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

- 1) The prospective lower tier participant certified, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
  
- 2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal/application.



\_\_\_\_\_  
Signature of Official Authorized  
to Sign Application



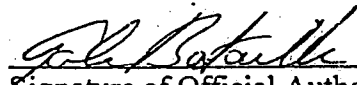
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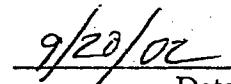
CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

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 residences; 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 this certification, the offeror/contractor (for acquisitions) or applicant/grantee (for grants) certifies that the submitting 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 submitting 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.

  
\_\_\_\_\_  
Signature of Official Authorized  
to Sign Application

  
\_\_\_\_\_  
Date

**San Mateo County SAMSHA Block Grant Renewal Application  
2002-2003**

**PROGRAM NARRATIVE**



2002-2003

**SAN MATEO COUNTY BLOCK GRANT  
PROGRAM NARRATIVE DESCRIPTION**

**STATEMENT OF PURPOSE**

San Mateo County Mental Health Services Division has received SAMHSA Block Grant funding since 1982, and this funding has provided the major portion of consultation and education services in the Division. Initially the Block Grant identified four target populations: older adults, minorities, children and youth, sexually abused children, and the developmentally disabled. Currently the Block Grant target populations are the Adult, Older Adult and Child/Youth Systems of Care.

In Fiscal Year 2002-03, the Block Grant will continue to fund a number of Mental Health-Juvenile Probation programs, the Mateo Lodge Intensive Support Team, the Outreach and Support Team for seriously mentally ill homeless adults, supported education classes for seriously mentally ill adults, socialization programs offered by the Peninsula Network of Mental Health Clients, Senior Peer Counseling, social activities programs for youth transitioning to adults, integrated treatment services for dually diagnosed individuals, and a portion of the Evaluation/Performance Outcomes program conducted by the Research and Evaluation Unit. Rollover monies from the FY 2001-02 dual diagnosis augmentation application will be used for one time only purchase of shelter beds for dually diagnosed mentally ill adults. Julie Peck, Deputy Director for Adult/Older Adult Mental Health Services, will coordinate the Block Grant Program in the Mental Health Services Division.

The Block Grant helps anchor a system of care for children, youth and their families (pursuant to AB 904) summarized as follows: To enable children and youth with serious emotional disturbances to fulfill their potential so that they remain at home, succeed in school, and avoid involvement with the juvenile justice system. San Mateo County Mental Health Services is committed to an interagency system of care that promotes individualized care through an array of services that are culturally competent and family centered. The Mental Health-Juvenile Probation collaborative programs include Crossroads (in-home intensive), Juvenile Hall and Camp Glenwood based services.

The transitional youth program assists young people who have been served in the youth system of care to transition to the adult system of care. The Mateo Lodge Intensive Support team, the Outreach and Support Team, the Peninsula Network of Mental Health Clients, the Senior Peer Counseling program, and the integrated treatment services for dually diagnosed individuals embody the key principles of the Adult and Older Adult Systems of Care: peer support based on a recovery model framework, focus on desired outcomes of clients, and the facilitation of independent living. The Evaluation/Performance Outcomes program works closely with both youth and adult systems of care to ensure appropriate planning and review.

## PROGRAM DESCRIPTIONS

### **A. Mental Health - Juvenile Probation Services**

Block Grant Mental Health-Probation programs include both non-custody and in-custody services. The non-custody program, **Crossroads**, is a collaborative effort of San Mateo County services dedicated to keeping families together. This effort provides intensive in-home specialized services to families through Mental Health, Probation, and Education intervention to enhance family stability, reduce recidivism in the Juvenile Justice System, and avoid youth out-of-home placement. The Block Grant funds the Mental Health component.

In-custody services include a number of programs operated in both Juvenile Hall and Camp Glenwood. **Juvenile Hall - Crisis and Forensic Assessment Services** include emergency mental health intervention and psychiatric evaluations of both pre-adjudicated detainees and court wards in confinement in Juvenile Hall. Mental Health staff also provide regular behavior management consultation with juvenile detention staff regarding how to serve detainees/wards with special behavioral needs.

**Camp Glenwood Enhanced Mental Health Services** consists of a mental health staff person who works collaboratively with the camp staff and probation officers to provide a variety of direct services and clinical coordination. Activities include: training and consultation to camp staff and probation officers, crisis intervention and short term counseling to camp wards, group counseling focusing on ward entry to and exit from camp, work with families of camp wards, collaborative aftercare planning with camp staff and probation officers, and, as time allows, follow up with wards released from camp.

### OBJECTIVES

### SUCCESS STANDARDS

#### **Crossroads**

1. To avoid out-of-home placements for Probation Youth served by Crossroads.

Crossroads youth served will indicate a 75% success rate (still living at home 6 months after program completion). (FY 2001-02 actual was 93%).

#### **Crossroads, Juvenile Hall-Crisis and Forensic Assessment Services, and Camp Glenwood Enhanced Mental Health Services.**

1. To reduce recidivism of Probation Youth served by these programs.

Reduce the number of police contacts among wards by 50%, by comparing the number of contacts one year prior to entering the program with the number one year following admission to the program. (Police contacts were reduced 74% for youth admitted in calendar year 2000.)

The Crossroads Mental Health Block Grant funded staff is comprised of the following:

- 1 part-time (.55 FTE) Spanish speaking MFT I (Licensed eligible)
- 2 half-time (total of 1.0 FTE) PSW/MFT (Licensed)

1 part-time (.10 FTE) Psychiatrist

The Juvenile Hall Crisis and Forensic Assessment Block Grant funded staff is comprised of the following:

1 half time (.50 FTE) MFT (Licensed)

1 part-time (.25 FTE) Psychiatrist

Camp Glenwood Mental Health Enhanced Block Grant funded staff is comprised of the following:

1 full-time PSW II (Licensed) (.5 FTE funded with Block Grant funds.)

### **B. Senior Peer Counseling Program**

The Senior Peer Counseling Program utilizes trained and clinically supervised volunteers to provide peer counseling services to older adults. This is a non-traditional alternative to the clinical services provided by the professional staff of the Mental Health Division. Peer counselors provide emotional support to frail, older persons who have physical or mental disabilities that restrict or jeopardize their capacity to live independently.

#### OBJECTIVE

1. To help older adults function in the least restrictive environment.
2. Provide outreach and counseling to older adults living in the community.

#### SUCCESS STANDARDS

80% of older adults who participate in the Senior Peer Counseling Program will not be receiving mental health services. (96% of those served in FY 2001-02 did not receive Mental Health services.)

Senior Peer Counseling Program will serve at least 100 unduplicated clients. (127 unduplicated clients were served in 2001-02.)

The Senior Peer Counseling Program Block Grant funded staff is comprised of the following:  
1 Director of Senior Peer Counseling (.50 FTE)

### **C. Mateo Lodge Intensive Support Team**

The Mateo Lodge Intensive Support Team is a multi-cultural case management team that specializes in serving seriously mentally ill clients for whom the traditional mental health system has been unsuccessful. The team has the capacity to respond to clients, family members and the community 7 days a week. By maintaining a small caseload and following clients throughout their placements including acute and subacute care and criminal justice involvement, the team's purpose is to maintain clients in the community who otherwise would languish for long stays in locked settings. The expected caseload is 25 clients who meet the following criteria: seriously mentally ill adults who, due to their illness, alcohol and/or drug use or occasional criminal behavior, are high utilizers of costly acute and subacute services.

Team members consult with county psychiatrists on medication issues and arrange for county staff to provide medications in the field if necessary. When clients are placed in acute or subacute care, the team continues to work with the clients and facility staff to help the clients return to the community when it is appropriate. The team provides assistance to the homeless by providing motel and food vouchers when necessary for emergency placements. In addition, the team collaborates with the criminal justice system to insure that these clients will face appropriate consequences for behaviors that are willful and under their control.

#### OBJECTIVE

1. To stabilize use of institutional and subacute levels of care.

#### SUCCESS STANDARDS

Reduce utilization of acute and subacute services by clients to not more than 10% of utilization in prior year. (Utilization in FY 2001-02 was 3.1% of total days in the program decreased from FY 2000-01 - 10.3% of total days).

The Mateo Lodge Intensive Support Team includes three multi-cultural case managers: one African-American male and two bilingual/bicultural Latino males. All three are experienced outreach workers with a strong commitment to the target population. In addition, the Block Grant funds homeless assistance, a flexible fund to purchase motel and food vouchers for mentally ill homeless adults.

#### **D. Outreach and Support Team**

The Outreach and Support Team works in collaboration with Psychiatric Emergency Services and Psychiatric Inpatient Services at San Mateo County Hospital, the Maguire Facility/Jail, Clara Mateo Homeless Shelter, Mental Health Association Spring Street Homeless Shelter, AB 2034 Transitions Program, Shelter Network's Maple Street Shelter, and with the Mateo Lodge Mobile Support Team. The team will provide early identification, engagement and case management services to seriously and persistently mentally ill adults who are homeless or at risk of becoming homeless. This team is actively involved in outreach and engagement activities in support of the Transitions Program (AB 2034).

The Outreach and Support Team will be available 7 days a week with evening hours and on-call capability and will do the following:

- (1) Respond to calls from Psychiatric Emergency Services to assist in the disposition of homeless SPMI adults to shelters, motels, treatments programs; the outcome will be diversion from acute psychiatric inpatient services of individuals who do not need acute psychiatric admission and who do need housing and support services.
- (2) Interim case management of individuals in shelters, motels, and treatment programs, and linkage to Adult System of Care services.
- (3) Outreach to Clara Mateo Shelter, Mental Health Association Spring Street Shelter and Shelter Network Maple Street Shelter to identify SPMI homeless individuals in need of interim case management and linkage to the Adult System of Care, including the AB 2034 Transitions Program.

- (4) Liaison with the Maguire Facility/Jail to identify inmates who are SPMI and not participating in the AB 1485 Options Program and who are in need of interim case management and linkage to the Adult System of Care.

**OBJECTIVE**

1. To divert from acute psychiatric inpatient service individuals who do not need acute psychiatric admission but do need housing and support services.
2. To link SPMI adults in homeless shelters with the system of care and transition them to a supported living environment.
3. To link SPMI adults in jail with the system of care and transition them to a supported living environment.

**SUCCESS STANDARDS**

- 12 SPMI adults will be diverted from Psychiatric Emergency Services (PES) to a lower level of care and will receive interim case management until integrated into the adult system of care. (14 were diverted from PES in FY 2001-02. Last year's initial goal of 25 has been revised.)
- 40 SPMI adults will be transitioned from shelters to a supported living environment. (54 were transitioned from shelters in FY 2001-02.)
- 10 SPMI adults will be transitioned from jail to a supported living environment. (10 were transitioned from jail in FY 2001-02.)

The Outreach and Support Team Block Grant funded staff is comprised of:

**2 full-time (2.0 FTE) Mental Health Workers**

**2 part-time (.90 FTE) Consumer Specialists who each work 18 hours per week.**

**E. Young Adult Transition Program**

The Young Adult Social Activities program, in coordination with community partner agencies, provides extensive social activities including special weekly outings for small groups of consumers and large monthly social events for young adults. These activities help the young adults engage in age-appropriate activities and programs like YMCA and Parks and Recreation programs. The SAMSHA grant will fund a staff person who acts as a "shadow" for youth needing extra support to participate in leisure and recreational activities.

**OBJECTIVES**

1. To help young adults engage in age-appropriate social activities.

**SUCCESS STANDARDS**

At least one event will be held each month with average participation of 35 unduplicated young adults and a minimum of 18. (For 2001-02 the average participation was 28 and the minimum 18.)

The Young Adult Transition Block Grant funded Staff is comprised of:

**1 part-time (.25 FTE) Mental Health Counselor I for the social activities program**

**1 part-time (.075 FTE) peer counselor**

## F. Research and Evaluation

A major activity of the Research and Evaluation unit is measuring client performance outcomes to determine if clients improve in areas of functioning over time. The adult and youth performance outcomes systems include the provision of client profile feedback to clinicians and the periodic analysis and reporting of results.

Over the past five years the children's performance outcome system has been fully implemented. This effort was initiated in response to the evaluation needs of our 5-year federal grant for the children's system of care funded by the Center for Mental Health Services of SAMSHA. In addition the state mandated the implementation of performance outcomes, effective in FY 1997-98. Ratings of child/youth behavior are collected from parents/caregivers (Child Behavior Checklist), youth (Youth Self Report) and clinicians (Child and Adolescent Functional Assessment Scale). Mandated state adult outcome measurement was implemented in July 1999. Adult outcome instruments include the Behavior and Symptom Identification Scale (BASIS-32) and the California Quality of Life (CA-QQL) scale.

Satisfaction measures are collected from parents or caregivers and youth, and a consumer survey is collected from adult consumers. An automated computer system using Teleform and ACCESS has been developed for the outcomes program.

In addition to the overall performance outcome measurement efforts, the research and evaluation unit has conducted more long-term, in-depth evaluations of specific programs. Examples have included the Family Partnership Team and the Youth-to-Adult Transition program. As time and resources are available, we will continue to respond to special program needs.

### OBJECTIVE

1. Maintain percent of performance outcome instrument data collected relative to the California DMH compliance standard.

### SUCCESS STANDARDS

Collected outcome data at 122% of the State's compliance standard (achieved 135% in FY 2001-02).

Two research analysts have general responsibility for implementing and maintaining the performance outcome systems: one for the child and youth system and one for the adult system. In addition research assistants will assist in all aspects of evaluation, including data management and tracking. Several peer outcomes assistants also serve as data collectors for the adult outcomes program.

The Research and Evaluation Block Grant funded Staff is comprised of:

- 2 part-time (.30 FTE) Research Analysts
- 2 part-time (.10 FTE) Research Assistants

## G. Supported Education Program

Caminar/CLC, one of San Mateo County's largest contract providers, has taken the lead role in providing supported education classes to mentally ill adults since 1991.

### OBJECTIVE

1. A minimum of two courses will be designed for and taught to mentally ill adults each semester at one of three community colleges.
2. The instructor will conduct an evaluation of each class at the end of the semester.

### SUCCESS STANDARDS

A minimum of twenty-five students will be enrolled each semester. (There were 35 students enrolled in the fall of 2001 and 25 students enrolled in the spring of 2002.)

A minimum of 75% of the enrolled students will rate each class as very helpful. (As this is the first year of SAMSHA funding for this program, no data is available.)

## **H. Peer Support Socialization - Peninsula Network of Mental Health Clients**

The Peninsula Network of Mental Health Clients is the only client-operated self help provider in San Mateo County. They have a proven track record of successfully staffing and managing peer support programs for adult mentally ill consumers. The Block Grant will fund an expansion of socialization and educational activities at both of the drop in centers operated by the Network. The drop in centers offer a variety of consumer-led groups in a safe and supportive environment providing peer support and social and independent living skills training.

### OBJECTIVE

1. Provide socialization and educational activities at two consumer drop-in centers.
2. Increase the educational offerings at both drop-in centers.

### SUCCESS STANDARDS

There will be an increase in attendance at drop-in centers by fifteen percent (15%) compared to prior year. (As this is the first year of funding for this program, no data is available.)

There will be two (2) new classes offered at each drop in center. (As this is the first year of SAMSHA funding for this program, no data is available.)

## **I. Integrated Treatment for Dually Diagnosed**

The Block Grant will continue to fund the following services with augmentation monies designated specifically to treat individuals with co-occurring disorders:

- (1) **Canyon Oaks** - A dual diagnosis specialist, .5 FTE, will be hired for Canyon Oaks Center, an intensive residential treatment program. The dual diagnosis specialist will work with youth (ages 12 to 17) transitioning to adulthood and will develop relationships based on trust, and utilizing engagement principles and motivational interviewing techniques, slowly break down treatment barriers. Transition of the young adults back to the community will be coordinated with the dual diagnosis specialist working on the community-based Young Adult Transition Team. Due to delay in the opening of the Canyon Oaks Center, these funds will be rolled over into FY 2002-03. This facility is expected to open this year.
- (2) **Young Adult Transition Team** - a full-time bilingual dual diagnosis specialist has been hired to provide dual diagnosis treatment continuity for young adults transitioning from Canyon Oaks Center to the community. She provides intensive case management and

dual diagnosis services to Spanish-speaking young adults and co-facilitates dual recovery groups in Spanish with a substance abuse provider.

- (3) Prop 36 Assessment Team - a Memorandum of Understanding has been developed between the Alcohol and Other Substance Abuse Disorders Division (AOD) and Mental Health Services Division. Block Grant funding will support a psychiatrist consultant with dual diagnosis background and expertise to serve on San Mateo County's Proposition 36 (Treatment on Demand) Assessment Team. This program has been delayed due to hindrances in the implementation of Prop 36 program requirements, and will be implemented this year.

### OBJECTIVE

1. To facilitate discharge from Canyon Oaks to a community placement.
2. Utilizing a combination of harm reduction and recovery models, treatment will focus on helping the young adult client to identify and take responsibility for how their substance abuse interferes with their transition into adulthood.
3. Dually diagnosed young adults followed by the Young Adult Transition Team will receive intensive case management services, the impact which will reduce utilization of high cost services.
4. The Proposition 36 Assessment Team will identify the most appropriate level of care for dually-diagnosed individuals.

### SUCCESS STANDARDS

Twenty (20) dually diagnosed residents will be discharged to community placement upon discharge from Canyon Oaks. (No data is available due to the delay in the startup of the program.)

Twenty-five (25) young adults followed by the Young Adult Transition Team will participate in community-based drug and alcohol recovery and self-help programs and groups. (No data is available due to the delay in the startup of the program.)

The utilization of psychiatric emergency services and acute hospitals by dually diagnosed young adult clients followed by the Young Adult Transition Team will be reduced by twenty percent (20%) compared to last year. (Achieved 21% reduction compared to 2000-01)

Seventy five (75%) of dually diagnosed individuals assessed by the Proposition 36 Assessment Team will be admitted to substance abuse residential treatment programs. (No data is available due to the delay in the startup of the program.)

The Integrated Treatment for Dual Diagnosed staff is comprised of:

**1 part-time (.5 FTE) Dual Diagnosis Specialist – Canyon Oaks**

**1 full-time (1.0 FTE) Dual Diagnosis Specialist, Spanish speaking– Young Adult Transition**

**1 part-time (.40 FTE) Psychiatric consultant – Prop 36 Assessment Team**



### Additional One-Time Only Funds for Integrated Services for Dually Diagnosed Individuals

We proposed to utilize rollover monies (\$151,937) from the dual diagnosis augmentation allocation to purchase 3 to 4 shelter beds for dually diagnosed homeless mentally ill adults.

### CULTURAL COMPETENCE

As part of San Mateo County's Mental Health Managed Care Plan, a Cultural Competence Plan was developed and completed in July of 1998 and was updated in FY 2001-02. (Attachment A – Cultural Competence Annual Submission) The Mental Health Division continues to adhere to this plan, which addresses programs, policy, recruitment and hiring, and community involvement strategies that impact all of the Block Grant programs described above. An interagency Child and Youth System of Care Cultural Competence Advisory Committee provides direction to cultural competence efforts, particularly in the area of training. Our substance abuse services provider agency continues to provide bilingual/bicultural services that respond to the Juvenile Hall/Camp Glenwood multi-cultural population.

### DESIGNATED PEER REVIEW REPRESENTATIVE

Julie Peck, Deputy Director for Adult and Older Adult Services, will be San Mateo County's designated Peer Review Representative.

### IMPLEMENTATION PLAN

All programs except the Adult Peer Counseling Program are continuing. The Adult Peer Counseling Program has been replaced with the Supported Education component.

### PROGRAM EVALUATION PLAN

Program evaluation, review and documentation will be coordinated and maintained by Janet Crist-Whitzel, Block Grant Coordinator. Deborah Torres, Deputy Director for Children & Youth Services, and Julie Peck, Deputy Director for Adult Services, will provide liaison for data collection with Youth and Adult/Older Adult Programs, respectively.

#### Program Evaluation Methods:

**Mental Health-Probation** – The methods include: 1) Probation records 2) Human Service Agency Foster Care Placement reports, and, for Substance Abuse Program only, agency based client discharge follow-ups to determine achievement of sobriety outcomes.

**Mateo Lodge Intensive Case Management Team** – MIS service records will be analyzed to determine caseload and to compare acute and subacute utilization with the prior year.

**Senior Peer Counseling Program** – Programs will document number of people served.

**Outreach and Support Team** – Intake and assessment data will be collected on all Outreach and Support Team clients, and this data as well as all service data will be entered into the management information system and used to comprise quarterly progress reports and an end-of-the-year evaluation report detailing outcomes achieved.

**Young Adult Transition Program** -- Program will document social activities participation, attendance and course completion.

**Research and Evaluation** -- The Research and Evaluation unit will document reports.

**Supported Education** -- Program will track class enrollment, retention and consumer satisfaction.

**Peninsula Network of Mental Health Clients** -- Program will document attendance at social and educational activities.

**Integrated Services for Dually Diagnosed Individuals** -- Program will track community placements, participation in community-based substance abuse programs, utilization of psychiatric emergency and acute hospitalizations, and enrollment and attendance in substance abuse residential treatment programs.

**STAFF POSITION FUNDING**

<b>Program</b>	<b>Classification</b>	<b># of Positions</b>	<b>Total FTEs</b>	<b>Grant Funded</b>	<b>Other Funded</b>
Juvenile Probation Services: Crossroads	MFT - Spanish speaking	1	.55	.55	0
	PSW/MFT	2	1.0	1.0	0
	Psychiatrist	1	.10	.10	0
Juvenile Hall Crisis & Forensic Assessment Camp Glenwood	Licensed MFT II	1	.5	.5	0
	Psychiatrist	1	.25	.25	0
	PSW II	1	1.0	.5	.5
Senior Peer Counseling	Director of Peer Counseling	1	.50	.50	0
Outreach & Support Team	Mental Health Worker	2	2.0	2.0	0
	Consumer Specialist	2	.90	.90	0
Young Adult Transition	Mental Health Counselor I	1	.25	.25	0
	Peer Counselor	1	.075	.075	0
Research & Evaluation	Research Analyst	2	2.0	.2	1.8
	Research Assistant	2	.6	.2	.4
Integrated Treatment for Dually Diagnosed: Canyon Oaks Young Adult Transition Prop 36 Assessment Team	Dual Diagnosis Specialist	1	.5	.5	0
	Dual Diagnosis Specialist, Bilingual	1	1.0	1.0	0
	Psychiatrist	1	.4	.4	0

**ATTACHMENT A**  
**CULTURAL COMPETENCE ANNUAL SUBMISSION**

This report is due by July 31, 2002 to:  
Technical Assistance and Training  
Department of Mental Health  
1600 9<sup>th</sup> Street, Room 100  
Sacramento, CA 95814

Please return this form to Technical Assistance Training. A copy of this form is available on DMH web site at [www.dmh.cahwnet.gov](http://www.dmh.cahwnet.gov) for your convenience.

Name of County: San Mateo

For additional information regarding the report, please contact:

Name: Louise Rogers

Phone Number: (650) 573-2531

Title: Deputy Director of Operations

Division: Administration

Checklist:

Not applicable to this update:

- ANALYSIS AND MEASUREABLE OBJECTIVES**

Not applicable to this update:

- ORGANIZATIONAL AND SERVICE PROVIDER ASSESSMENT—  
HUMAN RESOURCES ANALYSIS**

**QUALITY OF CARE: COMPETENCE**

- ✓ Consumer Culture
- ✓ Training in Cultural Competence and Interpreters

**QUALITY ASSURANCE**

- ✓ Staff Satisfaction
- ✓ Competence Evaluation
- ✓ Staff Proficiency

- ✓ **NARRATIVE**

## QUALITY OF CARE: COMPETENCE

**Consumer Culture:** Please describe the staff and contractor competence evaluation and training plans, concerning the culture of being a mental health consumer.

The Division's last cultural competence plan (1998-1999) included an objective to "Continue to advance initiatives to ensure full partnership of consumers in the System of Care." The following activities are part of the Mental Health System's effort to address that objective as well as improve staff and contractor competence including knowledge of the culture of being a mental health consumer.

1. The Division's Cultural Competence Committee has identified as a FY 02-03 project the identification and modification of a cultural competence self-assessment instrument(s) that will be used by the Division's staff as well as contract providers. The Division's objective will be to establish a baseline for cultural competency in FY 02-03 and identify areas to focus improvement efforts thereafter, including training needs. The Cultural Competence Committee will include questions in the instrument that specifically address the culture of being a mental health consumer. The Committee will conduct a focus group with mental health consumers in collaboration with the Consumer Advisory Committee in order to develop these questions.
2. The Division incorporates consumer feedback into its planning at multiple levels. This is one aspect of engaging consumers in a full partnership in the system of care and also improves staff and contractor knowledge about the culture of being a mental health consumer.
  - A consumer currently chairs San Mateo's Mental Health Board. The Mental Health Board has a goal of improving consumer involvement as well as increasing ethnic minority involvement in the Mental Health Board.
  - Consumers, family members, and parents participated in the development of the Division's strategic plan for 2002-2005 and were represented on the Oversight Committee and Children/Youth and Adult/Older Adult Work Groups.
  - Parents participated in the youth system review and outcomes meeting that occurred in FY 00-01.
  - Consumers participate in hiring panels for new staff.
  - Consumers participate in Request for Proposals (RFP) panels for new programs.
  - A consumer participates in the Quality Improvement Committee.
  - Consumers participate in the Consumer Advisory Committee.
3. Mental health staff and contractors will continue to learn about consumer culture as the result of working side-by-side with consumers in critical mental health system roles. The Division generally employs about 20 consumers at any one time, and many contract providers also employ consumers:
  - The Peer Counseling Program provides education, training, and supervision to consumers who work with other consumers in a variety of capacities. The program certifies approximately 20 new peer counselors each year.
  - A consumer works in the Division's Patient's Rights Office 10-15 hours a week.

- A consumer works as a pharmacy assistant, helping other consumers complete forms and apply for medication discounts and scholarships.
- Four consumers are employed as outcome assistants who work with clients to complete outcomes survey instruments.
- Four consumers have administrative support positions in the Mental Health System.
- Two consumers are consumer specialists on the Outreach and Support Team.
- Two consumers work as social security benefits technicians.
- Caminar, CLC, a mental health contract provider, employs 45 consumers in a variety of roles including receptionists, administrative assistants, case managers, case manager assistants, and peer counselors.
- One consumer works as a peer counselor at Telecare Cordilleras.
- Parents of consumers participate in Wrap-Around pilot Project, a parent support group for children/youth involved in school-based mental health services, and classroom based Family Night Dinners.
- Child and Youth Services has a community team meeting chaired by a parent and they are planning to try to recruit more parent volunteers into the system of care.

The Division promotes continued training of consumers to participate in these roles in the mental health system and elsewhere by funding supported education through a contract with Caminar, CLC, in collaboration with the San Mateo Community College District. This program has operated since the early 90's and now exists on all three of San Mateo's community college campuses. The program provides support services to mental health consumers including supported education case management, peer support, specialized instruction, and assistance in obtaining accommodations. The program now serves about 200 clients a semester, of whom 75% participate in mainstream classes with support, and 25% receive specialized instruction.

3. Caminar, CLC, sponsors and organizes the Wealth of Health Conference, which was held annually between 1990 (for 75 participants) and 2000 (for 850 participants). The purpose of the conference is to provide a consumer-created, full day conference offering workshops and inspirational speakers on a wide array of topics important to mental health consumers. Mental health staff members and contract providers who attended this conference gained broad exposure to mental health consumer concerns, ideas, and culture.
4. Mental Health along with Caminar, CLC, and the Mental Health Association sponsor an annual youth resource fair targeting youth ages 16 to 24, their parents and guardians. The focus of the event is to make information about jobs, community college, housing, mental health treatment, drug and alcohol treatment available to transition age youth. The event increases staff and contract provider knowledge of transition age youth cultural issues as a positive secondary result.
5. Mental Health leadership and staff members attend National Alliance for the Mentally Ill (NAMI), Peninsula Network of Mental Health Clients, and other advocacy and consumer groups periodically in order to report on Mental Health activities and learn about consumer and family member concerns.
6. The Community Rehabilitation Coalition has met once a month for over ten years to discuss issues of recovery and rehabilitation. The membership of the group is half

consumers and half clinicians from Mental Health clinics and contract agencies. The group hosts an annual meeting with broader participation from consumers and clinicians. This year, the value of education was the focus of that meeting. Sixty percent of attendees were consumers.

7. Stamp Out Stigma is a consumer-run group with organizational support from Caminar, CLC, and Mental Health that provides education about the stigma associated with mental illness to providers and interns in the Mental Health System and to other groups such as the police.
8. Mental Health staff and contract providers increase their understanding of the culture of being a mental health consumer through non-clinic based social interactions with consumers. For example, staff of the therapeutic day schools learn about consumer culture by taking students on a walk to see and discuss murals in San Francisco's Mission district, or to see a movie and discuss racial issues in the movie afterward. The Peninsula Network of Community Mental Health Clients uses Mental Health facilities to host events and programs, including the Miller Center. The Miller Center is a consumer-run gathering place at North County Mental Health clinic and Central County Mental Health that provides snacks, games, socialization, and groups for consumers.

#### TRAINING IN CULTURAL COMPETENCE

This section requires a description of current cultural competence training for staff and contract providers, including training in the use of interpreters.

1. What cultural competence training has the MHP provided since the implementation of the cultural competence plan? Please list training and staff attendance by function:

- a) administrative/management
- b) direct services: MHP staff
- c) direct services: contractors
- d) support services
- e) interpreters

Training Event	Description of Training	No. of attendees	Attendees by function	Date
Cultural Issues with the Hispanic Client	One hour grand rounds presentation by George Bach y Rita, M.D.	25-35	Direct services: MHP Administrative/Mgmt	9/12/00
Cultural Psychiatry: Asian American Perspective	One hour grand rounds presentation by Albert Gaw, M.D.	25-35	Direct services: MHP Administrative/Mgmt	10/24/00
Understanding Youthful African-American Female Offenders	120 minute training by Stephanie Hawkins, Ph.D.	20	Direct services: MHP Administrative/Mgmt	00
Diagnosis and	One hour grand rounds	25-35	Direct services: MHP	5/22/01

Treatment of Mental Health of Asian Population	presentation by Rona J. Hu, M.D.		Administrative/Mgmt	
Training on Islam and working with Islamic clients	Training conducted by Outreach and Support Team member Taha Abdelwahhab about Islam and working with Islamic clients.	6 60 15	Direct services: MHP Direct services: MHP Management: MHP Peer counselors	10/24/01 11/7/01 3/25/02
African-American Families: Better Understanding the African-American Male	San Mateo County Psychiatric Residency Program 8 hours	1	Supervisor (Achieve)	2/2/99
Working with Youthful African-American Males	90 minute training by Carl McClure, SPO, as part of Cultural Competency Initiative			99
Cultural Issues in working with the Hispanic Patient	One hour grand rounds presentation by Carmenza Rodriguez, Ph.D.	25-35	Direct services: MHP Administrative/Mgmt	11/13/01
PTSD Symptoms in Adolescent Survivors of "Ethnic Cleansing"	One hour grand rounds presentation by Daniel Becker, MD.	25-35	Direct services: MHP Administrative/Mgmt	10/9/01
Psychological Trauma of Russian-speaking immigrants	One hour grand rounds presentation by Masha Mednikov, Ph.D.	25-35	Direct services: MHP Administrative/Mgmt	10/23/01
Cultural and Treatment Issues for Spanish speaking clinicians	Spanish speaking clinician group networking and case presentation; opportunity to discuss cultural and treatment issues	38 +-	Direct services staff: MHP	Ongoing
Cultural Competence in Clinical Practice	Eight hour overview of Cultural Competence Issues including world views/culture, role in	213	Direct services: MHP and contractors Management Administration Support Services	1/15/02 1/31/02

	clinical practice, forming a working relationship, impact of one's own culture, role in treatment planning. Matthew Mock, Ph.D.			
Working with Asian Patients	One hour grand rounds presentation by Alice C. Tso, MD, and staff psychiatrists of Asian Focus/Cross Cultural Psychiatrists Dept. of Psychiatry at Kaiser Permanente, S.F.	25-35	Direct services: MHP Administrative/Mgmt	4/23/02

**3. Please list training and staff attendance of cultural competence training provided through outside agencies/resources other than the MHP's internal training process. Include trainings set-up by direct services contractors.**

Training Event	Description of Training	No. of attendees	Attendees by function	Date
CIMH Interpreter Training	Two day training for Interpreters in Berkeley sponsored by California Institute of Mental Health. Focus was improving ability of clinical staff to work with interpreters in clinical settings.	8	Direct services: MHP interpreters	6/6/02-6/7/02
Dual Diagnosis and Cultural Competence	One day training sponsored by Marin County Mental Health. Focus was promoting a better understanding of unique needs of dually diagnosed minority and women clients.	5	Direct services: MHP	5/12/02
Cultural Competence in Clinical Practice	8 hour conference on integrating core principles of cultural competence into clinical practice.	4	Direct service (contractor: Daly City Youth)	1/31/02
Families in Transition	2 hour training on assessment and treatment of Asian immigrant families	1	Direct service (Daly City Youth)	2/13/02
African-	5 hour overview of	1	Direct service (Daly	2/16/01



	partnerships			
Enhancing Access of Elders with hearing loss	Full day workshop conducted by the Hearing Society for all their staff in partnership with the Stanford Geriatric Education Center—cultural competence was the focus.	15	Direct service Support staff Administration/mgmt of the Hearing Society	5/10/02
Senior Peer Counseling Conference	Senior Peer Counseling including client culture and diversity	1	Direct services: MHP	5/30/01-6/1/01
Inaugural Latino Conference Oakland	Enhance the practice skills of staff serving Latino community including Gay/Lesbian Latinos	2	Direct services: MHP	5/29/01
Ethnicity and the Therapeutic Process	Using self and ethnicity to facilitate treatment processes by Miatta Watkins, M.A.	11	Direct services: contractor (Fred Finch)	11/7/01
Balancing our Lives III: Exploring our Differences, Celebrating our Unity	5 hour overview of cultural competence	1	Direct services: (Achieve)	10/12/01
Chicano Issues in Treatment	Stanford University 2 hour training	1	Direct service (Achieve)	7/12/01
CIMH Cultural Competence Mental Health Summit IX Sacramento	24 hour overview	5 1 1	Direct services: MHP Direct services: contractor (Fred Finch) Administration: (Achieve)	11/7/01-11/8/01
Supervision: Diversity Issues Interventions	3 hours through the National Association of Social Work	1	Supervisor (Achieve)	4/20/01
Asian and Asian American Issues in Treatment	Stanford University 2 hour training	1	Direct service (Achieve)	2/2/01
African-American Issues in Treatment	Stanford University 2 hour training	1	Direct service (Achieve)	2/9/01
Clinical Services for Native	4 hour Stanford University training	1	Direct service (Achieve)	2/16/01

Americans				
Gay, Lesbian, Bisexual Issues in Treatment	2 hour Stanford University Training	1	Direct service (Achieve)	1/26/01
Cultural Competence Summit VIII Los Angeles	The Art of Being Culturally Competent— included Individual and Institutional Racism; Diversity; Dual Diagnosis w/African Americans; Leadership for Cultural Competency	3	Direct services: MHP staff	11/28/00-11/29/00
Working with LGBT Clients	2 hour overview and review of local resources	8	Direct service (Jewish Family and Children's Services)	11/15/01
Cultural Awareness	Sensitivity to clients of different cultures by Cheryl Perez-Hubbard.	12	Direct services: contract (Fred Finch)	
Working with Russian Clients	1.5 hour overview	8	Direct services (Jewish Family and Children's Services)	6/29/00
Cultural Issues in Treatment	12 hour overview at San Francisco State University	1	Direct services: contract (Achieve)	Fall '99
Diversity Training	2 all day workshops exploring cultural competence and diversity	50 40 40	Direct Services and Administration for Family and Community Enrichment Services (FACES)	98-99 00-01 01-02

**Summary of Participation in Cultural Competence Trainings by Mental Health Contractor Caminar, CLC:**

The Four Shields	3 hour overview of Native American diagram of personality and process	20 1	Direct service staff Management	3-14-00 and 3-21-00
Council	1.5 hour overview of Native American system of group process and conflict resolution	17 1	Direct service staff Management	4-4-00
Cultural Awareness	1.5 hr overview of cultural competence issues	15 3	Direct service staff Management	5-2-00

Diversity	3 hour overview of cultural competence issues	38 1 5	Direct service staff Support staff Management	3-27-01 and 4-3-01
Cultural Competence and Mental Health Summit	2-day conference on cultural competence	1	Management	11-7-01 11-08-01
Culturally Centered Services	3 hour workshop presenting an overview of cultural issues in service delivery	3	Direct service staff	5-2-02
Diversity	3 hour small group workshop to increase cultural sensitivity	20 5	Direct service Staff Management	5-28-02

**Note: We have attached an extensive summary of participation in cultural competence trainings by Mental Health contractor Crestwood Behavioral Health, Inc. facilities.**

4. **Additional information related to training:** While formal trainings have been the predominant training approach to increasing MHP cultural competence, the Division's Cultural Competence Committee has begun to create an extensive library of cultural competence resources including publications and videos that can be used by MHP providers to facilitate staff awareness, research, and training. The Committee will be working over the next several months to identify ways to use these materials to launch a series of training experiences.

### QUALITY ASSURANCE

**Staff Assessment:** Please describe methods used to evaluate staff experience or opinions regarding the MHP's ability to value cultural diversity in its workforce and recognize the importance of culturally and linguistically competent services.

1. The Cultural Competence Committee conducted a survey of staff training needs in December 2000 to identify areas of cultural competence that should be the focus for the Division's Training Committee. The survey addressed one of the objectives in the Division's last cultural competence plan, which was to develop a plan to address gaps in training. The survey results established what participants found most helpful about previous trainings, the perceived weaknesses of previous trainings, the ethnic background of participants clients, and what type of trainings would be most helpful for working with those clients. All of the trainings conducted by Mental Health include a survey of participants to establish whether participants felt the trainings were clear, relevant to their professional activities, expanded their knowledge, and met course objectives.
2. The Staff Satisfaction survey administered in May, 2002, includes the following questions related to cultural competence and invites general feedback: 1) I generally receive useful feedback on issues of cultural competence from my supervisor; 2) Mental

Health management actively encourages staff development in the area of cultural competence; 3) Training sponsored by Mental Health has increased my competency in working with clients of diverse backgrounds; (using agree- disagree scale); and 4) Please add any comments regarding how the Division could improve the cultural competence of the work environment and of its services. The Division expects to use the information obtained from this survey to focus improvement efforts as well as establish a baseline to compare future survey results.

**Competence Evaluation: Please describe the current process for evaluating staff and contractor knowledge and ability to provide culturally competent specialty mental health services. Please identify any barriers encountered that impede this process as well as sharing successful ideas.**

1. The Division has a long-held goal of improving minority representation in staff and community resources, and this was an objective of the last cultural competence plan. The Division's Strategic Plan for 2002-2005 also includes an objective to develop a culturally competent workforce that also has core language capacity for the diverse populations served. The process for evaluating staff knowledge and ability begins in the hiring process. The Division's hiring process aims to evaluate staff knowledge and ability to provide culturally competent mental health services by using diverse hiring panels and including specific questions related to cultural competence.

The barrier to this effort is the continuing, ongoing lack of mental health professional staff in the Bay Area and statewide who speak Spanish, Tagalog, Cantonese, Mandarin, and other needed languages, and either have culturally or ethnically diverse backgrounds or strong knowledge and training.

The Division attempts to address these barriers in several ways.

- San Mateo County's Employee and Personnel Services Division has an "Employee Referral Program" that rewards County employees with \$250 for successfully recruiting a new employee for a "hard-to-fill" vacancy and an additional \$250 if the employee completes the probationary period.
- The Division's graduate student trainee stipend program also attempts to address barriers to recruitment by providing \$5,000 stipends to students for working in the Mental Health System in hopes they will be encouraged to pursue careers in public sector mental health. Last year, the Graduate Student Training Committee awarded 15 stipends; of these, 8 were for students who spoke non-English languages and 4 were for African-American students.
- The Division participates in the Bay Area Directors' initiative on workforce development that focuses on developing linkages with local educational institutions that offer clinical training programs.
- San Mateo County's Employee and Personnel Services Department updates its mailing lists with contacts it gains from participation in job fairs in order to try to improve its outreach for recruitment. The Department also updates the County's web-site with information about the hiring process and vacancies. The Department leaves the recruitment process open continuously for bilingual clinical staff in order to increase the number of bilingual candidates.

2. Similarly, the RFP selection process for contractors incorporates diverse review panels and includes questions related to cultural competence. The selection process for contractors confronts the same barriers as for staff.

The Division recently recruited for Spanish-speaking licensed private practitioners by advertising in the San Jose Mercury news in both English and Spanish language editions. So far that effort has yielded two private practitioners. The Division pays a higher rate for services delivered by bilingual private practitioners.

3. The Division designates specific County positions as eligible for a language differential or enhanced wage based on job functions. Candidates for these positions must pass a certification test in order to receive the differential wage. One of the challenges of the certification process is that it relies on current Spanish-speaking staff to conduct the test and takes them away from their clinical work.

**Staff Proficiency: Please describe the process(es) used to ensure staff proficiency in issues of cultural competence and provision of culture-specific services.**

1. The Division expects supervisors to incorporate direct observation and evaluation of staff proficiency in issues of cultural competence and provision of culture-specific services into ongoing staff supervision. The Division's Cultural Competence Committee has also recommended exploring the possibility of adding cultural competence proficiency to staff evaluations.
2. Cultural and spiritual issues should be part of the framework mental health clinicians apply to assess consumers mental health treatment needs and throughout the treatment planning and service delivery process. The Division has included sections for cultural and spiritual issues in the standard assessment tool mental health staff use. This is one way of reconfirming the importance of cultural and spiritual issues and supporting clinicians to incorporate these considerations in their work with consumers.
3. The Division's quality assurance process for following-up with those staff involved in specific complaints, grievances, and critical incidents recognizes that issues of cultural competence may be involved in these events. The Division plans to assess how to best elicit, track and summarize the cultural competence aspects of these events in ways that would be useful for system planning.

## ADDITIONAL INFORMATION

The Division's last cultural competence plan included an objective to increase availability of Mental Health Plan information to Hispanic/Spanish-speaking, Tagalog-speaking, and Chinese-speaking Medi-Cal enrollees to ensure access to care. Only English and Spanish are threshold languages in San Mateo County at this time. No material has been translated and distributed in Chinese since demographic analysis conducted since the last cultural competence plan revealed the need for Chinese language material was more limited than had been assumed at the time the original recommendation was written.

- All new Medi-Cal beneficiaries receive material about health and mental health access through the Health Plan of San Mateo upon enrollment and annually. The brochure is available in English, large print, Spanish, Tagalog, and other languages.
- All new clients receiving treatment in the MHP's operated clinics now receive a folder containing a welcome letter, Beneficiary Brochure, Consumer Rights Brochure and other information. The packets are available in English and Spanish.
- All brochures and "Book-mark" informational notices continue to be available in English, Spanish and Tagalog.
- Material in the consumer's identified language continues to be distributed to new users of ACCESS network services, along with the authorization letter.
- Improved letters in Spanish will soon be available on-line as part of the authorization process.
- Display boxes containing the Consumer Rights and Complaint Process Brochure, and a Grievance letter written in Spanish and English have been widely distributed. These are found in all County Mental Health sites, and have been sent to the offices of all private network providers. Quality Improvement staff looks for the boxes when reviewing network offices and replace materials if these are not readily available. MHP sites are noticed monthly by staff of Consumer Advocacy and Information as a reminder to check the availability of consumer information and to request additional material.
- Consumer Rights Posters are displayed in all MHP operated sites, in English, Spanish and Tagalog.

## NARRATIVE

In the spirit of reviewing cultural competence as a developmental process, we would like feedback from you regarding the plan. We are looking for feedback for consideration and input to future plan requirement updates.

1) **What requirements in the plan did you find helpful in directing the MHP forward with culturally competent services?**

The plan's categories (analysis/measurable objectives, provider assessment, quality of care: competence, and quality assurance) offer a useful framework for us to plan and reflect on our efforts to improve cultural competence.

2) **What plan requirements did you find least helpful or useful in plan implementation efforts?**

The distinction between the "process for evaluating staff and contractor knowledge and ability to provide culturally competent specialty mental health services" and "the processes use to ensure staff proficiency in issues of cultural competence" is not clear. More explication of the difference between these two categories would be helpful.

3) **Please list any special challenges that occurred during the implementation of the MHP's cultural competence plan.**

The MHP has confronted the same challenge as all counties in the effort to recruit and retain a culturally competent mental staff. The barrier to this effort is the continuing, ongoing lack of mental health professional staff in the Bay Area and statewide who speak Spanish, Tagalog, Cantonese, Mandarin, and other needed languages, and either have culturally or ethnically diverse backgrounds or strong knowledge and training.

4) **How has implementation of the cultural competence plan impacted mental health services?**

There is a broad effort to improve cultural competence that is not limited to the work of the Cultural Competence Committee. The MHP staff and providers continue to increase their awareness of cultural competence as a fundamental issue in treatment and a primary goal of improvement efforts in our mental health system. Services have become more culturally competent, despite continued difficulties in recruiting and retaining staff described elsewhere in this update.

**San Mateo County SAMSHA Block Grant Renewal Application  
2002-2003**

**PROGRAM DATA SHEETS**



Program Data Sheet

Attachr

**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Mental Health Juvenile Probation Services

PROGRAM CONTACT/TITLE: Deborah Torres, Deputy Director Youth Services

Phone #: 650-573-3926 FAX: 650-349-0476

E-Mail: dltorres@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 266,473

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS

# SMI ADULT \_\_\_\_\_ # SMI OLDER ADULT \_\_\_\_\_ # SED CHILD 200

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

ASSESSMENT	<u>X</u>	CASE MANAGEMENT	<u>X</u>
COLLATERAL SERVICES	<u>X</u>	CRISIS INTERVENTION	<u>X</u>
CRISIS STABILIZATION	<u>X</u>	DAY CARE REHABILITATIVE	_____
GROUP THERAPY	<u>X</u>	INDIVIDUAL THERAPY	<u>X</u>
IN-HOME SERVICES	<u>X</u>	INTENSIVE DAY TREATMENT	_____
MEDICATION SUPPORT	<u>X</u>	OUTREACH	<u>X</u>
PEER COUNSELING	_____	SOCIALIZATION	_____
SUBSTANCE ABUSE COUNSELING	_____	VOCATIONAL	_____
OTHER: _____	_____		

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TR A
ESTIMATED NUMBER OF SMI ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN			200			
FUNDING LEVEL	\$	\$	\$	\$	\$	\$

**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Senior Peer Counseling Program

PROGRAM CONTACT/TITLE: Julie Peck, Deputy Director Adult Services

Phone #: 650-573-3500 FAX: 650-572-9347

E-Mail: jpeck@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 30,698

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT \_\_\_\_\_ # SMI OLDER ADULT 100 # SED CHILD \_\_\_\_\_

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

ASSESSMENT	_____	CASE MANAGEMENT	_____
COLLATERAL SERVICES	_____	CRISIS INTERVENTION	_____
CRISIS STABILIZATION	_____	DAY CARE REHABILITATIVE	_____
GROUP THERAPY	_____	INDIVIDUAL THERAPY	_____
IN-HOME SERVICES	_____	INTENSIVE DAY TREATMENT	_____
MEDICATION SUPPORT	_____	OUTREACH	<u>X</u>
PEER COUNSELING	<u>X</u>	SOCIALIZATION	<u>X</u>
SUBSTANCE ABUSE COUNSELING	_____	VOCATIONAL	_____
OTHER: _____	_____		

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRAN-AGE
ESTIMATED NUMBER OF SMI ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SMI OLDER ADULT					100	
FUNDING LEVEL	\$	\$	\$	\$	\$ 30,698	\$
ESTIMATED NUMBER OF SED CHILDREN						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$





**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Young Adult Transition Program

PROGRAM CONTACT/TITLE: Julie Peck, Deputy Director Adult Services

Phone #: 650-573-3500 FAX: 650-572-9347

E-Mail: jpeck@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 18,070

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT 35 # SMI OLDER ADULT \_\_\_\_\_ # SED CHILD \_\_\_\_\_

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

- |                                  |                               |
|----------------------------------|-------------------------------|
| ASSESSMENT _____                 | CASE MANAGEMENT _____         |
| COLLATERAL SERVICES _____        | CRISIS INTERVENTION _____     |
| CRISIS STABILIZATION _____       | DAY CARE REHABILITATIVE _____ |
| GROUP THERAPY _____              | INDIVIDUAL THERAPY _____      |
| IN-HOME SERVICES _____           | INTENSIVE DAY TREATMENT _____ |
| MEDICATION SUPPORT _____         | OUTREACH <u>X</u>             |
| PEER COUNSELING _____            | SOCIALIZATION <u>X</u>        |
| SUBSTANCE ABUSE COUNSELING _____ | VOCATIONAL _____              |
| OTHER: _____                     |                               |

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRANS AGE
ESTIMATED NUMBER OF SMI ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$ 18,0
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$

Program Data Sheet

Attachment

**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Research and Evaluation

PROGRAM CONTACT/TITLE: Julie Peck, Deputy Director Adult Services

Phone #: 650-573-3500 FAX: 650-572-9347

E-Mail: jpeck@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 37,795

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT N/A # SMI OLDER ADULT N/A # SED CHILD N/A

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

- |                                       |          |                         |       |
|---------------------------------------|----------|-------------------------|-------|
| ASSESSMENT                            | _____    | CASE MANAGEMENT         | _____ |
| COLLATERAL SERVICES                   | _____    | CRISIS INTERVENTION     | _____ |
| CRISIS STABILIZATION                  | _____    | DAY CARE REHABILITATIVE | _____ |
| GROUP THERAPY                         | _____    | INDIVIDUAL THERAPY      | _____ |
| IN-HOME SERVICES                      | _____    | INTENSIVE DAY TREATMENT | _____ |
| MEDICATION SUPPORT                    | _____    | OUTREACH                | _____ |
| PEER COUNSELING                       | _____    | SOCIALIZATION           | _____ |
| SUBSTANCE ABUSE COUNSELING            | _____    | VOCATIONAL              | _____ |
| OTHER: <u>Research and Evaluation</u> | <u>X</u> |                         |       |

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRANS AGE
ESTIMATED NUMBER OF SMI ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$

**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Supported Education Program

PROGRAM CONTACT/TITLE: Julie Peck, Deputy Director Adult Services

Phone #: 650-573-3500 FAX: 650-572-9347

E-Mail: jpeck@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 32,640

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT 75 # SMI OLDER ADULT \_\_\_\_\_ # SED CHILD \_\_\_\_\_

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

- |                                   |          |                         |          |
|-----------------------------------|----------|-------------------------|----------|
| ASSESSMENT                        | _____    | CASE MANAGEMENT         | _____    |
| COLLATERAL SERVICES               | _____    | CRISIS INTERVENTION     | _____    |
| CRISIS STABILIZATION              | _____    | DAY CARE REHABILITATIVE | _____    |
| GROUP THERAPY                     | _____    | INDIVIDUAL THERAPY      | _____    |
| IN-HOME SERVICES                  | _____    | INTENSIVE DAY TREATMENT | _____    |
| MEDICATION SUPPORT                | _____    | OUTREACH                | <u>X</u> |
| PEER COUNSELING                   | <u>X</u> | SOCIALIZATION           | _____    |
| SUBSTANCE ABUSE COUNSELING        | _____    | VOCATIONAL              | _____    |
| OTHER: <u>Supported Education</u> | <u>X</u> |                         |          |

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRANS AGE
ESTIMATED NUMBER OF SMI ADULT					75	
FUNDING LEVEL	\$	\$	\$	\$	\$ 32,640	\$
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$

**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Peer Support Socialization-Peninsula Network of Mental Health Clie

PROGRAM CONTACT/TITLE: Julie Peck, Deputy Director Adult Services

Phone #: 650-573-3500 FAX: 650-572-9347

E-Mail: jpeck@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 28,573

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT 50 # SMI OLDER ADULT \_\_\_\_\_ # SED CHILD \_\_\_\_\_

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

ASSESSMENT	_____	CASE MANAGEMENT	_____
COLLATERAL SERVICES	_____	CRISIS INTERVENTION	_____
CRISIS STABILIZATION	_____	DAY CARE REHABILITATIVE	_____
GROUP THERAPY	_____	INDIVIDUAL THERAPY	_____
IN-HOME SERVICES	_____	INTENSIVE DAY TREATMENT	_____
MEDICATION SUPPORT	_____	OUTREACH	_____
PEER COUNSELING	<u>X</u>	SOCIALIZATION	<u>X</u>
SUBSTANCE ABUSE COUNSELING	_____	VOCATIONAL	_____
OTHER: _____	_____		

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRAN: AGE
ESTIMATED NUMBER OF SMI ADULT					50	
FUNDING LEVEL	\$	\$	\$	\$	\$ 28,573	\$
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN						



**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Canyon Oaks - Intensive Residential Treatment Program

PROGRAM CONTACT/TITLE: Deborah Torres, Deputy Director Youth Services

Phone #: 650-573-3926 FAX: 650-349-0476

E-Mail: dltorres@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 41,382

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT \_\_\_\_\_ # SMI OLDER ADULT \_\_\_\_\_ # SED CHILD \_\_\_\_\_

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

ASSESSMENT	<u>X</u>	CASE MANAGEMENT	<u>X</u>
COLLATERAL SERVICES	<u>X</u>	CRISIS INTERVENTION	<u>X</u>
CRISIS STABILIZATION	<u>X</u>	DAY CARE REHABILITATIVE	_____
GROUP THERAPY	<u>X</u>	INDIVIDUAL THERAPY	<u>X</u>
IN-HOME SERVICES	_____	INTENSIVE DAY TREATMENT	_____
MEDICATION SUPPORT	_____	OUTREACH	_____
PEER COUNSELING	<u>X</u>	SOCIALIZATION	<u>X</u>
SUBSTANCE ABUSE COUNSELING	<u>X</u>	VOCATIONAL	_____
OTHER: _____	_____		

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRA AC
ESTIMATED NUMBER OF SMI ADULT (16-18)	20					
FUNDING LEVEL	\$ 41,382	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$

Program Data Sheet

Attachm

**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Integrated Services for Dually Diagnosed - Young Adult Transiti

PROGRAM CONTACT/TITLE: Julie Peck, Deputy Director Adult Services

Phone #: 650-573-3500 FAX: 650-572-9347

E-Mail: jpeck@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 75,549

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT 45 # SMI OLDER ADULT \_\_\_\_\_ # SED CHILD \_\_\_\_\_

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

ASSESSMENT	<u>X</u>	CASE MANAGEMENT	<u>X</u>
COLLATERAL SERVICES	<u>X</u>	CRISIS INTERVENTION	_____
CRISIS STABILIZATION	_____	DAY CARE REHABILITATIVE	_____
GROUP THERAPY	<u>X</u>	INDIVIDUAL THERAPY	_____
IN-HOME SERVICES	_____	INTENSIVE DAY TREATMENT	_____
MEDICATION SUPPORT	_____	OUTREACH	<u>X</u>
PEER COUNSELING	_____	SOCIALIZATION	<u>X</u>
SUBSTANCE ABUSE COUNSELING	<u>X</u>	VOCATIONAL	_____
OTHER: _____	_____		

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRAC
ESTIMATED NUMBER OF SMI ADULT	45					
FUNDING LEVEL	\$ 75,549	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN						

**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Proposition 36 Assessment Team

PROGRAM CONTACT/TITLE: Julie Peck, Deputy Director Adult Services

Phone #: 650-573-3500 FAX: 650-572-9347

E-Mail: jpeck@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 47,407

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT 50 # SMI OLDER ADULT \_\_\_\_\_ # SED CHILD \_\_\_\_\_

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

- |                            |                                     |                         |       |
|----------------------------|-------------------------------------|-------------------------|-------|
| ASSESSMENT                 | <input checked="" type="checkbox"/> | CASE MANAGEMENT         | _____ |
| COLLATERAL SERVICES        | <input checked="" type="checkbox"/> | CRISIS INTERVENTION     | _____ |
| CRISIS STABILIZATION       | _____                               | DAY CARE REHABILITATIVE | _____ |
| GROUP THERAPY              | _____                               | INDIVIDUAL THERAPY      | _____ |
| IN-HOME SERVICES           | _____                               | INTENSIVE DAY TREATMENT | _____ |
| MEDICATION SUPPORT         | <input checked="" type="checkbox"/> | OUTREACH                | _____ |
| PEER COUNSELING            | _____                               | SOCIALIZATION           | _____ |
| SUBSTANCE ABUSE COUNSELING | <input checked="" type="checkbox"/> | VOCATIONAL              | _____ |
| OTHER: _____               | _____                               |                         |       |

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRANS AGE
ESTIMATED NUMBER OF SMI ADULT	50					
FUNDING LEVEL	\$ 47,407	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN						

**2002-2003 SAMHSA MENTAL HEALTH BLOCK GRANT PROGRAM DATA SHEET**

Complete one sheet for each SAMHSA funded program (as budgeted).

COUNTY: San Mateo County Mental Health Services

PROGRAM TITLE: Integrated Services for Dually Diagnosed - Rollover

PROGRAM CONTACT/TITLE: Julie Peck, Deputy Director Adult Services

Phone #: 650-573-3500 FAX: 650-572-9347

E-Mail: jpeck@co.sanmateo.ca.us

SAMHSA FUNDING LEVEL: (MH 1779, Line 38, Net Cost) \$ 151,937.00

TARGET POPULATION(S): (ESTIMATED NUMBER OF CONSUMERS TO BE SERVED IN THE YEAR WITH SAMHSA FUNDS)

# SMI ADULT \_\_\_\_\_ # SMI OLDER ADULT \_\_\_\_\_ # SED CHILD \_\_\_\_\_

TYPES OF SERVICE(S) PROVIDED: (CHECK ALL THAT ARE APPLICABLE)

ASSESSMENT	<u>X</u>	CASE MANAGEMENT	<u>X</u>
COLLATERAL SERVICES	<u>X</u>	CRISIS INTERVENTION	<u>X</u>
CRISIS STABILIZATION	_____	DAY CARE REHABILITATIVE	_____
GROUP THERAPY	<u>X</u>	INDIVIDUAL THERAPY	<u>X</u>
IN-HOME SERVICES	_____	INTENSIVE DAY TREATMENT	_____
MEDICATION SUPPORT	<u>X</u>	OUTREACH	<u>X</u>
PEER COUNSELING	<u>X</u>	SOCIALIZATION	<u>X</u>
SUBSTANCE ABUSE COUNSELING	<u>X</u>	VOCATIONAL	_____
OTHER: _____	_____		

Please complete the following table if in the above program you have discrete sub-programs serving any of the specific sub-populations listed below or a consumer operated program:

	DUAL DIAGNOSIS	HOMELESS	FORENSIC	MINORITIES	CONSUMER OPERATED	TRANSITION AGE YOUTH
ESTIMATED NUMBER OF SMI ADULT	10					
FUNDING LEVEL	\$ 151,937	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SMI OLDER ADULT						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$
ESTIMATED NUMBER OF SED CHILDREN						
FUNDING LEVEL	\$	\$	\$	\$	\$	\$

**San Mateo County SAMSHA Block Grant Renewal Application  
2002-2003**

**FEDERAL GRANT DETAILED PROVIDER BUDGETS**

San Mateo County Mental Health Services  
 SAMHSA Budget Summary of MH1979  
 Fiscal Year 2002/03

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 9/17/02

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<u>Program Description</u>	<u>MH 1979 Amount</u>	<u>MH 1979 Grand Total</u>
Mental Health Probation	\$266,473	
Peer Counseling	\$30,698	
Intensive Support/Case Mgnt. - Mateo Lodge	\$105,417	
Outreach and Support Team	\$167,498	
Young Adult Transition	\$18,070	
Research and Evaluation	\$37,795	
Support Education Program	\$32,640	
Peer Support Socialization (Peninsula Network)	\$28,573	
<b>Subtotal - Base allocation plus rollover</b>		<b>\$687,164</b>
Integrated Services for Dually Diagnosed Individuals:		
Canyon Oaks - Intensive Residential Treatment	\$41,382	
Young Adult Transition Team	\$75,549	
Prop 36 Assessment Team	\$47,407	
Dual Diagnosis Set Aside Rollover	\$151,937	
<b>Subtotal - Dual diagnosis set-aside plus rollover</b>		<b>\$316,275</b>
<b>Grand Total</b>		<b>\$1,003,439</b>

SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
MH 1779 REV(3/99)

SUBMISSION DATE: 9/6/02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Debbie Torres

TELEPHONE NUMBER: (415) 573-2630

PROGRAM NAME: Mental Health Probation

PROVIDER NUMBER(S): 4111

STAFFING		1	2	3
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
1 Psychiatrist	0.35			\$45,221
2 Marriage Family Counselor	2.05			125,850
3 Psychiatric Social Worker	0.50			32,271
4				
5				
6				
7				
8				
9 Total Fringe Benefits				57,906
10				
11				
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	2.90	\$0	\$0	\$261,248
13 Consultant Costs (Itemize):				
14			\$0	0
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):			\$0	
31				
32				
33				
34				
35				
36				
37 COUNTY ADMINISTRATIVE COSTS				5,225
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)		\$0	\$0	\$266,473
39 OTHER FUNDING SOURCES: Federal Funds				
40 Non-Federal Funds			\$0	
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)		\$0	\$0	
42 GROSS COST OF PROGRAM (sum lines 38 and 41)		\$0	\$0	\$266,473

State of California  
 Department of Mental Health

Health and Welfare Agency

SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
 MH 1779 REV(3/99)

SUBMISSION DATE: 11-Sep-02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Julie Peck

TELEPHONE NUMBER: (650) 573-2037

PROGRAM NAME: Peer Counseling

PROVIDER NUMBER(S): 4103

STAFFING		1	2	3
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
1			\$0	
2				
3			\$0	
4				
5				
6				
7				
8				
9				
10				
11				
12	<b>TOTAL STAFF EXPENSES (sum lines 1 thru 11)</b>	0.00	\$0	\$0
13	<b>Consultant Costs (Itemize):</b>			
14	Coordinator			\$30,096
15				
16				
17	<b>Equipment (Where feasible lease or rent) (Itemize):</b>			
18				
19				
20				
21				
22	<b>Supplies (Itemize):</b>			
23				
24				
25				
26				
27				
28	<b>Travel -Per diem, Mileage, &amp; Vehicle Rental/Lease</b>			
29				
30	<b>Other Expenses (Itemize):</b>			
31			\$0	
32				
33				
34				
35				
36				
37	<b>COUNTY ADMINISTRATIVE COSTS</b>			602
38	<b>NET PROGRAM EXPENSES (sum lines 12 thru 37)</b>		\$0	\$30,698
39	<b>OTHER FUNDING SOURCES: Federal Funds</b>			
40	<b>Non-Federal Funds</b>			
41	<b>TOTAL OTHER FUNDING SOURCES (sum lines 39 &amp; 40)</b>		\$0	\$0
42	<b>GROSS COST OF PROGRAM (sum lines 38 and 41)</b>		\$0	\$30,698



SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
MH 1779 REV(3/99)

SUBMISSION DATE: 12-Sep-02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Julie Peck

TELEPHONE NUMBER: (650) 573-2037

PROGRAM NAME: Intensive Support/Case Management Team  
Mateo Lodge

PROVIDER NUMBER(S): 4174

STAFFING		1	2	3
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
1 Outreach/Case Manager	0.25			\$7,962
2				
3 Total Fringe Benefits				2,308
4				
5				
6				
7				
8				
9				
10				
11				
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	0.25	\$0	\$0	\$10,270
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 Assistance to Homeless				95,147
32				
33				
34				
35				
36				
37 COUNTY ADMINISTRATIVE COSTS				0
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)		\$0	\$0	\$105,417
39 OTHER FUNDING SOURCES: Federal Funds				
40 Non-Federal Funds				
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)		\$0	\$0	
42 GROSS COST OF PROGRAM (sum lines 38 and 41)		\$0	\$0	\$105,417

SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
MH 1779 REV(3/99)

SUBMISSION DATE: 11-Sep-02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Julie Peck

TELEPHONE NUMBER: (650) 573-2037

PROGRAM NAME: Outreach & Support Team

PROVIDER NUMBER(S): 4103

STAFFING		1	2	3
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
1 MH Counselor	2.00			\$96,647
2 Community Workers	0.90			\$29,671
3				
4				
5 Fringe Benefits				37,896
6				
7				
8				
9				
10				
11				
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	2.90	\$0	\$0	\$164,214
13 Consultant Costs (Itemize):			\$0	\$0
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				
32				
33				
34				
35				
36				
37 COUNTY ADMINISTRATIVE COSTS				\$3,284
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)		\$0	\$0	\$167,498
39 OTHER FUNDING SOURCES: Federal Funds				
40 Non-Federal Funds				
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)		\$0	\$0	
42 GROSS COST OF PROGRAM (sum lines 38 and 41)		\$0	\$0	\$167,498

SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
MH 1779 REV(3/99)

SUBMISSION DATE: 12-Sep-02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Julie Peck

TELEPHONE NUMBER: (650) 573-2037

PROGRAM NAME: Young Adult Transition Program

PROVIDER NUMBER(S): 4177/9241

STAFFING		1	2	3
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
1 Mental Health Counselor	0.25			\$10,551
2				
3 Fringe Benefits				3,165
4				
5				
6				
7				
8				
9				
10				
11				
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	0.25	\$0	\$0	\$13,716
13 Consultant Costs (Itemize):				
14 Peer Counselor				\$ 1,500
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 Activity Fund				\$ 2,500
32				
33				
34				
35				
36				
37 COUNTY ADMINISTRATIVE COSTS				354
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)		\$0	\$0	\$18,070
39 OTHER FUNDING SOURCES: Federal Funds				
40 Non-Federal Funds				
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)		\$0	\$0	\$0
42 GROSS COST OF PROGRAM (sum lines 38 and 41)		\$0	\$0	\$18,070

ifornia  
of Mental Health

Health and Welfare Agency

**SAMHSA BLOCK GRANT**

GRANT DETAILED PROGRAM BUDGET  
EV(3/99)

SUBMISSION DATE: 12-Sep-02

San Mateo County

FISCAL YEAR: 2002/03

PERSON: Janet Crist-Whitzel

TELEPHONE NUMBER: (415) 573-3986

NAME: Research and Evaluation

PROVIDER NUMBER(S): 4115

STAFFING		1	2	3
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
<b>STAFF EXPENSES (sum lines 1 thru 11)</b>	<b>0.00</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Travel Costs (Itemize):</b>				
Psych Analysts				\$ 31,814
Psych Assistants				5,240
<b>Travel (Where feasible lease or rent) (Itemize):</b>				
<b>Travel (Itemize):</b>				
<b>Per diem, Mileage, &amp; Vehicle Rental/Lease</b>				
<b>Other Expenses (Itemize):</b>				
<b>ADMINISTRATIVE COSTS</b>				<b>741</b>
<b>PROGRAM EXPENSES (sum lines 12 thru 37)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$37,795</b>
<b>FUNDING SOURCES: Federal Funds</b>				
Federal Funds				
<b>OTHER FUNDING SOURCES (sum lines 39 &amp; 40)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>COST OF PROGRAM (sum lines 38 and 41)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$37,795</b>

SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
MH 1779 REV(3/99)

SUBMISSION DATE: 29-Aug-02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Julie Peck

TELEPHONE NUMBER: (650) 573-2037

PROGRAM NAME: Canyon Oaks - Intensive Residential  
Treatment Program

PROVIDER NUMBER(S): 4104

STAFFING		1	2	3
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
1 Psychiatric Social Worker (Dual Diagnosis Specialist)	0.50		\$28,938	\$28,938
2				
3 Fringe Benefits			\$8,682	8,682
4				
5				
6				
7				
8				
9				
10				
11				
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	0.50	\$0	\$37,620	\$37,620
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				
32				
33				
34				
35				
36				
37 COUNTY ADMINISTRATIVE COSTS			\$3,762	3,762
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)		\$0	\$41,382	\$41,382
39 OTHER FUNDING SOURCES: Federal Funds				
40 Non-Federal Funds				
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)		\$0	\$0	\$0
42 GROSS COST OF PROGRAM (sum lines 38 and 41)		\$0	\$41,382	\$41,382

SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
MH 1779 REV(3/99)

SUBMISSION DATE: 17-Sep-02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Julie Peck

TELEPHONE NUMBER: (650) 573-2037

PROGRAM NAME: Young Adult Transition Team

PROVIDER NUMBER(S): 4103

STAFFING		1	2	3
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
1 Mental Health Counselor (Dual Diagnosis Specialist)	1.00			\$52,831
2				
3 Fringe Benefits				15,850
4				
5				
6				
7				
8				
9				
10				
11				
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	1.00	\$0	\$0	\$68,681
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				
32				
33				
34				
35				
36				
37 COUNTY ADMINISTRATIVE COSTS				6,868
38 NET PROGRAM EXPENSES (sum lines 12 thru 37)		\$0	\$0	\$75,549
39 OTHER FUNDING SOURCES: Federal Funds				
40 Non-Federal Funds				
41 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)		\$0	\$0	\$0
42 GROSS COST OF PROGRAM (sum lines 38 and 41)		\$0	\$0	\$75,549

SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
MH 1779 REV(3/99)

SUBMISSION DATE: 12-Sep-02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Julie Peck

TELEPHONE NUMBER: (650) 573-2037

PROGRAM NAME: Prop 36 Assessment Team

PROVIDER NUMBER(S): 9265

STAFFING		1	2	3	
TITLE OF POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL	
1				\$0	
2					
3				0	
4					
5					
6					
7					
8					
9					
10					
11					
12	TOTAL STAFF EXPENSES (sum lines 1 thru 11)		\$0	\$0	\$0
13	Consultant Costs (Itemize):				
14	Dual Diagnosis Psychiatrist			\$	43,097
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				\$	-
32					
33					
34					
35					
36					
37	COUNTY ADMINISTRATIVE COSTS				4,310
38	NET PROGRAM EXPENSES (sum lines 12 thru 37)		\$0		\$47,407
39	OTHER FUNDING SOURCES: Federal Funds				
40	Non-Federal Funds				
41	TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)		\$0	\$0	\$0
42	GROSS COST OF PROGRAM (sum lines 38 and 41)		\$0	\$0	\$47,407

SAMHSA BLOCK GRANT

FEDERAL GRANT DETAILED PROGRAM BUDGET  
MH 1779 REV(3/99)

SUBMISSION DATE: 17-Sep-02

COUNTY: San Mateo County

FISCAL YEAR: 2002/03

CONTACT PERSON: Julie Peck

TELEPHONE NUMBER: (650) 573-2037

PROGRAM NAME: Dual Diagnosis Rollover Set Aside

PROVIDER NUMBER(S): 9265

STAFFING		1	2	3
TITLE OF-POSITION	FTE	LAST APPROVED BUDGET	REQUEST OR CHANGE	TOTAL
1				\$0
2				
3				0
4				
5				
6				
7				
8				
9				
10				
11				
12	TOTAL STAFF EXPENSES (sum lines 1 thru 11)	0.00	\$0	\$0
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				\$ -
32	Shelter beds			138,125
33				
34				
35				
36				
37	COUNTY ADMINISTRATIVE COSTS			13,812
38	NET PROGRAM EXPENSES (sum lines 12 thru 37)		\$0	\$151,937
39	OTHER FUNDING SOURCES: Federal Funds			
40	Non-Federal Funds			
41	TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)		\$0	\$0
42	GROSS COST OF PROGRAM (sum lines 38 and 41)		\$0	\$151,937