

Budgets & Budget Narratives

PEI REVENUE AND EXPENDITURE BUDGET WORKSHEET

Form No. 4

County Name: Santa Cruz

Date: 5/7/09

PEI Project 1 Name: Children and Adolescents (0-17)

Provider Name (if known):

Intended Provider Category: Various

Proposed Total Number of Individuals to be served: FY 08-09 1565 FY 09-10 1565

Total Number of Individuals currently being served: FY 08-09 0 FY 09-10 0

Total Number of Individuals to be served through PEI Expansion: FY 08-09 1565 FY 09-10 1565

Months of Operation: FY 08-09 12 FY 09-10 12

	Total Program/PEI Project Budget		
Proposed Expenses and Revenues	FY 08-09	FY 09-10	Total
A. Expenditure			
1. Personnel (list classifications and FTEs)			
a. Salaries, Wages			
Sr. Mental Health Client Specialist (2FTE)	\$160,428	\$160,428	\$320,856
b. Benefits and Taxes @ 44.22%	\$70,942	\$70,942	\$141,884
c. Total Personnel Expenditures	\$231,370	\$231,370	\$462,741
2. Operating Expenditures			
a. Facility Cost	\$12,000	\$12,000	\$24,000
b. Other Operating Expenses	\$17,714	\$17,714	\$35,428
c. Total Operating Expenses	\$29,714	\$29,714	\$59,428
3. Subcontracts/Professional Services (list/itemize all subcontracts)			
Contractor TBD: MH Consultation	\$100,000	\$100,000	\$200,000
Contractor TBD: Provide outreach, engagement & support for stressed families	\$200,000	\$200,000	\$400,000
Contractor TBD: School-Based Prevention & Early Intervention	\$200,000	\$200,000	\$400,000
a. Total Subcontracts	\$500,000	\$500,000	\$1,000,000

Santa Cruz County MHSa Prevention & Early Intervention Plan

4. Total Proposed PEI Project Budget	\$761,084	\$761,084	\$1,522,169
B. Revenues (list/itemize by fund source)			
FFP	\$63,890	\$63,890	\$127,780
MAA	\$23,250	\$23,250	\$46,500
1. Total Revenue	\$87,140	\$87,140	\$174,280
5. Total Funding Requested for PEI Project	\$673,944	\$673,944	\$1,347,889
6. Total In-Kind Contributions	\$0	\$0	\$0

PEI PROJECT 1 BUDGET NARRATIVE
Children and Adolescents (0-17)

Personnel Expenditures	Cost
• 1 FTE Senior Mental Health Client Specialist: County Clinician for mental health screening and assessment	\$80,214
• 1 FTE Senior Mental Health Client Specialist: County Clinician for Primary Care consultation and training	\$80,214
• Benefits and Insurance have been budgeted at 44.22% (determined by the annual average benefit cost for county staff)	\$70,942

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Total Personnel Expenditures	\$231,370
Operating Expenditures	
• Facilities costs include office space costs for the above staff and room rental space for trainings	\$12,000
• Other operating expenses include:	\$17,714
o Employee mileage	
o Cell/desk phone	
o Office furniture and supplies	
o Computer and network charges	
o Training Materials	
o Childcare snacks	
Total Operating Expenditures	\$29,714
Sub-Contracts/Professional Services	
• Contractor TBD: MH consultation (screening and assessment) at childcare settings	\$100,000
• Contractor TBD: Provide outreach, engagement and support of stressed families.	\$200,000
• Contractor TBD: School-based prevention and early intervention	\$200,000
Total Sub-Contracts/Professional Services	\$500,000
Total Project Budget	\$761,084
Revenue	\$87,140
Revenues will include FFP, MAA and Adult Education Average Daily Attendance.	
Total Funding Request	\$673,944
Total In-kind Contributions	\$0

PEI REVENUE AND EXPENDITURE BUDGET WORKSHEET

Form No. 4

County Name: Santa Cruz

Date: 5/7/09

PEI Project 2 Name: Culture Specific Parent Education & Support

Provider Name (if known): Santa Cruz County Mental Health & Substance Abuse Services

Intended Provider Category:

Proposed Total Number of Individuals to be served: FY 08-09 350 FY 09-10 350

Total Number of Individuals currently being served: FY 08-09 0 FY 09-10 0

Total Number of Individuals to be served through PEI Expansion: FY 08-09 350 FY 09-10 350

Months of Operation: FY 08-09 12 FY 09-10 12

	Total Program/PEI Project Budget		
Proposed Expenses and Revenues	FY 08-09	FY 09-10	Total
A. Expenditure			
1. Personnel (list classifications and FTEs)			
a. Salaries, Wages			
Parent/Family Support Coordinator (1 FTE) Sr. Staff Development Trainer)	\$82,389	\$82,389	\$164,778
b. Benefits and Taxes @ 44.22%	\$36,432	\$36,432	\$72,864
c. Total Personnel Expenditures	\$118,821	\$118,821	\$237,642
2. Operating Expenditures			
a. Facility Cost	\$20,000	\$20,000	\$40,000
b. Other Operating Expenses	\$22,863	\$22,863	\$45,756
c. Total Operating Expenses	\$42,863	\$42,863	\$85,726
3. Subcontracts/Professional Services (list/itemize all subcontracts)			
Contractor: Group Facilitator Stipends	\$25,000	\$25,000	\$50,000
Contracted Trainers TBD	\$20,000	\$20,000	\$40,000
a. Total Subcontracts	\$45,000	\$45,000	\$90,000
4. Total Proposed PEI Project Budget	\$206,684	\$206,684	\$413,368
B. Revenues (list/itemize by fund source)			
FFP	\$653	\$653	\$1,306

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Other	\$10,000	\$10,000	\$20,000
Other MHSa	\$28,000	\$28,000	\$56,000
1. Total Revenue	\$38,653	\$38,653	\$77,306
5. Total Funding Requested for PEI Project	\$168,031	\$168,031	\$336,062
6. Total In-Kind Contributions	\$0	\$0	\$0

PEI PROJECT 2 BUDGET NARRATIVE
Culture Specific Parent Education & Support

Personnel Expenditures	Cost
• 1 FTE Sr. Staff Development Trainer: County staff training coordinator for Parent and Family support	\$82,389
• Benefits and Insurance have been budgeted at 44.22% (determined by the annual average benefit cost for county staff)	\$36,432
Total Personnel Expenditures	\$118,821
Operating Expenditures	
• Facilities costs include office space costs for the above staff and room rental space for trainings	\$20,000
• Other operating expenses include:	\$22,863
○ Employee mileage	
○ Cell/desk phone	
○ Office furniture and supplies	
○ Computer and network charges	
○ Training Materials	
○ Childcare snacks	
Total Operating Expenditures	\$42,863
Sub-Contracts/Professional Services	
• Contractor TBD: Group facilitator stipends	\$25,000
• Contracted Trainers TBD:	\$20,000
Total Sub-Contracts/Professional Services	\$45,000
Total Project Budget	\$206,684
Revenue	\$38,653
Revenues will include FFP, Other MHSa and Other non-match funds	

Santa Cruz County MHSA Prevention & Early Intervention Plan

Total Funding Request	\$168,031
Total In-kind Contributions	\$0

Santa Cruz County MHA Prevention & Early Intervention Plan

PEI REVENUE AND EXPENDITURE BUDGET WORKSHEET

Form No. 4

Please complete one budget Form No. 4 for each PEI Project and each selected PEI provider.

County Name: Santa Cruz

Date: 5/7/09

PEI Project Name: Transition Age Youth & Adults

Provider Name (if known):

Intended Provider Category: Various

Proposed Total Number of Individuals to be served: FY 08-09 751 FY 09-10 751

Total Number of Individuals currently being served: FY 08-09 0 FY 09-10 0

Total Number of Individuals to be served through PEI Expansion: FY 08-09 751 FY 09-10 751

Months of Operation: FY 08-09 12 FY 09-10 12

	Total Program/PEI Project Budget		
Proposed Expenses and Revenues	FY 08-09	FY 09-10	Total
A. Expenditure			
1. Personnel (list classifications and FTEs)			
a. Salaries, Wages			
Sr. Mental Health Client Specialist (2FTE)	\$160,428	\$160,428	\$320,856
Psychiatrist (0.10 FTE)	\$16,925	\$16,925	\$33,850
			\$0
b. Benefits and Taxes @ 44.22%	\$78,425	\$78,425	\$156,850
c. Total Personnel Expenditures	\$255,778	\$255,778	\$511,556
2. Operating Expenditures			
a. Facility Cost	\$18,000	\$18,000	\$36,000
b. Other Operating Expenses	\$41,150	\$41,150	\$82,300
c. Total Operating Expenses	\$59,150	\$59,150	\$118,300
3. Subcontracts/Professional Services (list/itemize all subcontracts)			
Volunteer Center	\$137,332	\$137,332	\$274,664
Santa Cruz Community Counseling Center	\$12,000	\$12,000	\$24,000
Transportation (Bus Passes/Taxi)	\$1,500	\$1,500	\$3,000
Contractor TBD: Veteran's Advocacy & Services	\$40,000	\$40,000	\$80,000

Santa Cruz County MHSa Prevention & Early Intervention Plan

Contractor TBD: Trainers	\$10,000	\$10,000	\$20,000
Contractor TBD: Suicide Prevention Services	\$56,000	\$56,000	\$112,000
a. Total Subcontracts	\$256,832	\$256,832	\$513,664
4. Total Proposed PEI Project Budget	\$571,760	\$571,760	\$1,143,520
B. Revenues (list/itemize by fund source)			
FFP	\$8,448	\$8,448	\$16,896
Other MHSa	\$7,000	\$7,000	\$14,000
1. Total Revenue	\$15,448	\$15,448	\$30,896
5. Total Funding Requested for PEI Project	\$556,312	\$556,312	\$1,112,624
6. Total In-Kind Contributions	\$42,271	\$42,271	\$84,542

PEI PROJECT 3 BUDGET NARRATIVE
Transition Age Youth and Adults (18-59)

Personnel Expenditures	Cost
• 1 FTE Senior Mental Health Client Specialist: County Clinician referred to as Navigator will provide professional mental health services that is a mobile service to various community entry points, family members and professionals throughout the county.	\$80,214
• 1 FTE Senior Mental Health Client Specialist: County Clinician to provide assessment, crisis intervention and short-term case management services and linkage to peer counseling and employment services to TAY and adults.	\$80,214
• 0.10 FTE Psychiatrist: To provide psychiatric consultation, medications assessment and monitoring, and psychiatric medications to clients at risk serious mental health illness and suicide.	\$16,925
• Benefits and Insurance have been budgeted at 44.22% (determined by the annual average benefit cost for county staff)	\$78,425

Santa Cruz County MHA Prevention & Early Intervention Plan

Total Personnel Expenditures **\$255,778**

Operating Expenditures

- Facilities costs include office space costs for the above staff. \$18,000
- Other operating expenses include: \$41,150
 - Employee mileage
 - Cell/desk phone
 - Office furniture and supplies
 - Computer and network charges
 - Training Materials
 - Psychiatric medications
 - Fleet car usage

Total Operating Expenditures **\$59,150**

Sub-Contracts/Professional Services

- Volunteer Center: Will provide – \$137,332
 - 1 FTE employment specialist will offer assistance in finding jobs;
 - 1 FTE Peer Advocate will provide counseling, support and education on mental health illnesses signs and symptoms, and will network with professionals and natural supporters.
 - Work stipends for first time job experience
 - Transportation services
- Santa Cruz Community Counseling Center: Flexible Case Funds for emergency food, shelter and clothing \$12,000
- Contractor TBD: provide client transportation services \$1,500

Santa Cruz County MHA Prevention & Early Intervention Plan

- Contractor TBD: Contract a Veteran's Advocate to provide advocacy & service coordination \$40,000
- Contracted Trainers TBD: \$10,000
- Family Service Agency – Suicide Prevention Services: Contract will provide suicide prevention services \$56,000

Total Sub-Contracts/Professional Services **\$256,832**

Total Project Budget **\$571,760**

Revenue **\$15,448**

Revenues will include FFP and some WET funds that support part of the costs of trainers and training materials for professionals and gate openers.

Total Funding Request **\$556,312**

Total In-kind Contributions **\$42,271**

- An existing supervisor will provide in-kind supervision; an estimate of 10% of their time will be to supervise the county staff. CSS Family Advocate will respond to families in order to educate, and enhance access and provide linkage to services.

PEI REVENUE AND EXPENDITURE BUDGET WORKSHEET

Form No. 4

Please complete one budget Form No. 4 for each PEI Project and each selected PEI provider.

County Name: Santa Cruz

Date: 5/7/09

PEI Project Name: Older Adult Services

Provider Name (if known):

Intended Provider Category: Various

Proposed Total Number of Individuals to be served: FY 08-09 400 FY 09-10 400

Total Number of Individuals currently being served: FY 08-09 0 FY 09-10 0

Total Number of Individuals to be served through PEI Expansion: FY 08-09 400 FY 09-10 400

Months of Operation: FY 08-09 12 FY 09-10 12

	Total Program/PEI Project Budget		
Proposed Expenses and Revenues	FY 08-09	FY 09-10	Total
A. Expenditure			
1. Personnel (list classifications and FTEs)			
a. Salaries, Wages			
Occupational Therapist (1FTE)	\$85,358	\$85,358	\$170,716
			\$0
			\$0
b. Benefits and Taxes @ 44.22%	\$37,745	\$37,745	\$75,490
c. Total Personnel Expenditures	\$123,103	\$123,103	\$246,206
2. Operating Expenditures			
a. Facility Cost	\$6,000	\$6,000	\$12,000
b. Other Operating Expenses	\$8,871	\$8,871	\$17,742
c. Total Operating Expenses	\$14,871	\$14,871	\$29,742
3. Subcontracts/Professional Services (list/itemize all subcontracts)			
Senior Network Resource Center	\$22,620	\$22,620	\$45,240
Family Service Agency of Central Coast	\$40,000	\$40,000	\$80,000
Santa Cruz Community Counseling Center	\$5,000	\$5,000	\$10,000
Contractor TBD: Peer Counselor	\$24,960	\$24,960	\$49,920

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a. Total Subcontracts	\$92,580	\$92,580	\$185,160
4. Total Proposed PEI Project Budget	\$230,554	\$230,554	\$461,108
B. Revenues (list/itemize by fund source)			
FFP	\$55,242	\$55,242	\$110,484
			\$0
			\$0
1. Total Revenue	\$55,242	\$55,242	\$110,484
5. Total Funding Requested for PEI Project	\$175,312	\$175,312	\$350,624
6. Total In-Kind Contributions	\$12,271	\$12,271	\$24,542

PEI PROJECT 4 BUDGET NARRATIVE
Older Adult Services (>59)

Personnel Expenditures	Cost
<ul style="list-style-type: none">• 1 FTE Occupational Therapist: County staff to provide outreach, assessment and short-term case management to older adults in their homes and a variety of settings.	\$85,358
<ul style="list-style-type: none">• Benefits and Insurance have been budgeted at 44.22% (determined by the annual average benefit cost for county staff)	\$37,745

Santa Cruz County MHA Prevention & Early Intervention Plan

Total Personnel Expenditures **\$123,103**

Operating Expenditures

- Facilities costs include office space costs for the above staff and room rental space for trainings \$6,000
- Other operating expenses include: \$8,871
 - Employee mileage
 - Cell/desk phone
 - Office furniture and supplies
 - Computer and network charges

Total Operating Expenditures **\$14,871**

Sub-Contracts/Professional Services

- Senior Network Resource Center to add 0.5 FTE to Warm Line Sr. Network Resource to provide telephone screening, referrals and resources for persons seeking services for older adults. \$22,620
- Family Service Agency of Central Coast to provide mobile short-term therapy. \$40,000
- Santa Cruz Community Counseling Center: Flexible Case Funds for emergency food, shelter and clothing. \$5,000
- Contractor TBD: To provide a peer counselor/companions that will provide companionship and light respite work. \$24,960

Total Sub-Contracts/Professional Services **\$92,580**

Total Project Budget **\$230,554**

Revenue - FFP **\$55,242**

Total Funding Request **\$175,312**

Total In-kind Contributions **\$12,271**

An existing supervisor will provide in-kind supervision; an estimate of 10% of their time will be to supervise the county staff.

PEI Administration Budget Worksheet

Form No. 5

County:

Date:

	Client and Family Member FTEs	Total FTEs	Budgeted Expenditure FY 2008-09	Budgeted Expenditure FY 2009-10	Total
A. Expenditures					
1. Personnel Expenditures					
a. PEI Coordinator					\$0
b. PEI Support Staff (Sr. Dept. Administrative Analyst)		1.0	\$94,326	\$94,326	\$188,652
c. Other Personnel (list)					\$0
					\$0
					\$0
d. Employee Benefits			\$41,711	\$41,711	\$83,422
e. Total Personnel Expenditures			\$136,037	\$136,037	\$272,074
2. Operating Expenditures					
a. Facility Costs			\$6,000	\$6,000	\$12,000
b. Other Operating Expenditures			\$37,632	\$37,632	\$75,264

Santa Cruz County MHSa Prevention & Early Intervention Plan

c. Total Operating Expenditures			\$43,632	\$43,632	\$87,264
3. County Allocated Administration					
a. Total County Administration Cost			\$127,258	\$127,258	\$254,516
4. Total PEI Funding Request for County Administration Budget			\$306,927	\$306,927	\$613,854
B. Revenue					
1. Total Revenue			\$70,887	\$70,887	\$141,774
C. Total Funding Requirements			\$236,040	\$236,040	\$472,080
D. Total In-Kind Contributions			\$73,966	\$73,966	\$147,932

PEI ADMINISTRATION BUDGET NARRATIVE

Personnel Expenditures	Cost
<ul style="list-style-type: none"> • 1 FTE Senior Departmental Administrative Analyst: To provide PEI administrative and fiscal support. • Benefits and Insurance have been budgeted at 44.22% (determined by the annual average benefit cost for county staff) 	<p>\$94,326</p> <p>\$41,711</p>
Total Personnel Expenditures	\$136,037
Operating Expenditures	
<ul style="list-style-type: none"> • Facilities costs include office space costs for the Sr. Dept'l Admin Analyst. • Other operating expenses include: <ul style="list-style-type: none"> ○ Employee mileage ○ Cell/desk phone ○ Office furniture and supplies ○ Computer and network charges ○ Contract for program evaluation 	<p>\$6,000</p> <p>\$37,632</p>
Total Operating Expenditures	\$43,632
County Allocated Administration	
<ul style="list-style-type: none"> • Total County Administrative Cost 	<p>\$127,258</p>
Total PEI Funding Request for County Administrative Budget	\$306,927
FFP Revenue	\$70,887
 Total Funding Request	 \$236,040
 Total In-kind Contributions	 \$73,966
<p>MHA Coordinator and admin support staff will provide additional support to PEI Analyst and PEI programs.</p>	

Santa Cruz County MHSa Prevention & Early Intervention Plan