

A G R E E M E N T

THIS AGREEMENT is made and entered into this 17th day of May, 2022, by and between the COUNTY OF FRESNO, a Political Subdivision of the State of California, hereinafter referred to as "COUNTY", and KINGS VIEW, a private Non-profit, 501 (c) (3), Organization, whose address is 7170 N Financial Dr, Ste 110, Fresno, CA 93720, hereinafter referred to as "CONTRACTOR" (collectively the "parties").

WITNESSETH:

WHEREAS, COUNTY, through its Department of Behavioral Health (DBH), is in need of a qualified agency to operate a Projects for Assistance in Transition from Homelessness (PATH) program to deliver integrated mental health and supportive housing services to adults who are homeless, or who are at imminent risk of becoming homeless, and have a severe mental illness and/or co-occurring disorder, in an effort to enable this population to live in the community and to avoid homelessness, hospitalization and/or jail detention.

WHEREAS, COUNTY, through its DBH, is a Mental Health Plan (MHP) as defined in Title 9 of the California Code of Regulations (C.C.R.), section 1810.226; and

WHEREAS, CONTRACTOR is qualified and willing to operate said PATH program and provide PATH services pursuant to the terms and conditions of this Agreement.

WHEREAS, COUNTY entered into Agreements No. A-21-214 and No. A-21-214-1 with CONTRACTOR, whose legal entity name was incorrectly referred to as "KINGS VIEW CORPORATION."

WHEREAS, this Agreement shall be retroactive to July 1, 2021, and shall replace, restate, and supersede Agreements No. A-21-214 and No. A-21-214-1 in their entirety.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions herein contained, the parties hereto agree as follows:

1. SERVICES

A. CONTRACTOR shall perform all services and fulfill all responsibilities as set forth in Exhibit A, "Projects for Assistance in Transition from Homelessness (PATH) Program, Scope of

1 Work," attached hereto and by this reference incorporated herein and made part of this
2 Agreement.

3 B. CONTRACTOR shall also perform all services and fulfill all responsibilities as specified in
4 COUNTY's Request for Proposal (RFP) No. 20-044 dated February 19, 2020, Addendum No.
5 One (1) to COUNTY'S RFP No. 20-044 dated March 16, 2020 and Addendum No. Two (2) to
6 COUNTY's RFP NO. 20-044 dated March 19, 2020, herein collectively referred to as COUNTY's
7 Revised RFP, and CONTRACTOR's Response to said Revised RFP dated May 28, 2020, all
8 incorporated herein by reference and made part of this Agreement. In the event of any
9 inconsistency among these documents, the inconsistency shall be resolved by giving
10 precedence in the following order of priority to: 1) this Agreement, including all Exhibits, 2) the
11 Revised RFP, and 3) CONTRACTOR's Response to the Revised RFP. A copy of COUNTY's
12 Revised RFP No. 20-044 and CONTRACTOR's Response thereto shall be retained and made
13 available during the term of this Agreement by COUNTY's DBH Contracted Services Division.

14 C. CONTRACTOR shall participate in monthly, or as needed, workgroup meetings
15 consisting of staff from COUNTY's DBH Administrative unit to discuss PATH requirements, data
16 reporting, training, policies and procedures, overall program operations and any problems or
17 foreseeable problems that may arise.

18 D. CONTRACTOR shall provide Outreach, Engagement, Linkage, and Specialty Mental
19 Health Services in accordance with the vision, mission, and guiding principles of the COUNTY's
20 DBH, as further described in Exhibit B, "Guiding Principles of Care Delivery," attached hereto
21 and by this reference incorporated herein and made part of this Agreement.

22 E. CONTRACTOR shall maintain requirements as an organizational provider throughout the
23 term of this Agreement, as described in Section Fifteen (15) of this Agreement. If for any reason,
24 this status is not maintained, COUNTY may terminate this Agreement pursuant to Section Three
25 (3) of this Agreement.

26 F. It is acknowledged by all parties hereto that COUNTY's DBH Administrative unit shall
27 monitor PATH program operated by CONTRACTOR, in accordance with Section Thirteen (13) of
28 this Agreement.

1 2. TERM

2 The term of this Agreement shall be for a period of three (3) years, commencing on the 1st day of
3 July, 2021 and terminating on the 30th day of June, 2024. This Agreement may be extended for two (2)
4 additional consecutive twelve (12) month periods upon written approval of both parties no later than thirty
5 (30) days prior to the first day of the next twelve (12) month extension period. The Director or their
6 designee is authorized to execute such written approval on behalf of COUNTY based on CONTRACTOR'S
7 satisfactory performance. The Director or their designee is authorized to execute such written approval on
8 behalf of COUNTY based on CONTRACTOR'S satisfactory performance.

9 This Agreement, subject to satisfactory outcomes performance and subject to available State
10 funding each year, shall automatically be extended for two (2) additional twelve (12) month periods upon
11 the same terms and conditions herein set forth, unless written notice of non-renewal is given by COUNTY
12 or CONTRACTOR or COUNTY's DBH Director or designee, not later than thirty (30) days prior to the close
13 of the current Agreement term.

14 3. TERMINATION

15 A. Non-Allocation of Funds - The terms of this Agreement, and the services to be provided
16 hereunder, are contingent on the approval of funds by the appropriating government agency.
17 Should sufficient funds not be allocated, the services provided may be modified, or this
18 Agreement terminated, at any time by giving the CONTRACTOR thirty (30) days advance
19 written notice.

20 B. Breach of Contract - The COUNTY may immediately suspend or terminate this Agreement
21 in whole or in part, where in the determination of the COUNTY there is:

- 22 1) An illegal or improper use of funds;
- 23 2) A failure to comply with any term of this Agreement;
- 24 3) A substantially incorrect or incomplete report submitted to the COUNTY;
- 25 4) Improperly performed service.

26 In no event shall any payment by the COUNTY constitute a waiver by the COUNTY of any breach
27 of this Agreement or any default which may then exist on the part of the CONTRACTOR. Neither shall such
28 payment impair or prejudice any remedy available to the COUNTY with respect to the breach or default.

1 The COUNTY shall have the right to demand of the CONTRACTOR the repayment to the COUNTY of any
2 funds disbursed to the CONTRACTOR under this Agreement, which in the judgment of the COUNTY were
3 not expended in accordance with the terms of this Agreement. The CONTRACTOR shall promptly refund
4 any such funds upon demand.

5 C. Without Cause - Under circumstances other than those set forth above, this Agreement may
6 be terminated by COUNTY upon the giving of sixty (60) days advance written notice of an
7 intention to terminate to CONTRACTOR.

8 4. COMPENSATION:

9 COUNTY agrees to pay CONTRACTOR and CONTRACTOR agrees to receive compensation for
10 actual expenditures incurred in accordance with the CONTRACTOR's budget documents approved by the
11 COUNTY's DBH Director or designee and attached hereto as Exhibit C and incorporated herein by this
12 reference.

13 The maximum amount to be paid to CONTRACTOR by COUNTY under this Agreement for the
14 twelve (12) month period, (July 1, 2021 through June 30, 2022), shall not exceed Nine Hundred-Five
15 Thousand, One Hundred Seventy-Two and No/100 Dollars (\$905,172). This is comprised of the
16 following funding streams: Three Hundred-Eight Thousand and No/100 Dollars (\$308,000.00) in PATH
17 Grant funds, Sixty-Six Thousand, Four Hundred Sixty-Eight and No/100 Dollars (\$66,468.00) in HHAP
18 Grant funds, One Hundred Seventy-Two Thousand, Five Hundred Thirty-Three and No/100 Dollars
19 (\$172,533.00) in local MHSA funds, One Hundred Twenty-Three Thousand, Two Hundred Sixty-Nine
20 and No/100 Dollars (\$123,269.00) in Federal Financial Participation (FFP), One Thousand-Two and
21 No/100 Dollars (\$1,002.00) in Client Rents, One Hundred-Forty Thousand and No/100 Dollars
22 (\$140,000.00) in CARES Act funds, Ninety-Three Thousand, and Nine Hundred and No/100 Dollars
23 (\$93,900.00) in CDBG-CV funds, to offset CONTRACTOR's program costs as set forth in Exhibit C.

24 The maximum amount to be paid to CONTRACTOR by COUNTY under this Agreement for the
25 following twelve (12) month period, (July 1, 2022 through June 30, 2023), shall not exceed One Million,
26 One Hundred Thirty-Eight Thousand, Two Hundred-Seven and No/100 Dollars (\$1,138,207.00). This is
27 comprised of the following funding streams: Four Hundred Ninety-nine Thousand, One Hundred Forty-
28 One and No/100 (\$499,141.00) in ARPA funds, Three Hundred-Eight Thousand and No/100 Dollars

1 (\$308,000.00) in PATH Grant funds, One Hundred Seventy-Two Thousand, Five Hundred Thirty-Three
2 and No/100 Dollars (\$172,533.00) in local MHSA funds, One Hundred Fifty-Seven Thousand, Five
3 Hundred Thirty-One and No/100 Dollars in FFP (\$157,531.00), and One Thousand-Two and No/100
4 Dollars (\$1,002.00) in Client Rents to offset the CONTRACTOR's program costs as set forth in Exhibit
5 C.

6 The maximum amount to be paid to CONTRACTOR by COUNTY under this Agreement for the
7 following twelve (12) month period, (July 1, 2023 through June 30, 2024), shall not exceed One Million,
8 One Hundred Sixty Thousand, Seven Hundred Thirty-Nine, and No/100 Dollars (\$1,160,739.00). This is
9 comprised of the following funding streams: Five Hundred Twenty-One Thousand, Six Hundred
10 Seventy-Three and No/100 Dollars (\$521,673.00) in ARPA funds, Three Hundred-Eight Thousand and
11 No/100 Dollars (\$308,000.00) in PATH Grant funds, One Hundred Seventy-Two Thousand, Five
12 Hundred Thirty-Three and No/100 Dollars (\$172,533.00) in local MHSA funds, One Hundred Fifty-Seven
13 Thousand, Five Hundred Thirty-One and No/100 Dollars in FFP (\$157,531.00), and One Thousand-Two
14 and No/100 Dollars (\$1,002.00) in Client Rents to offset the CONTRACTOR's program costs as set forth
15 in Exhibit C.

16 The maximum amount to be paid to CONTRACTOR by COUNTY under this Agreement for the
17 following twelve (12) month period, (July 1, 2024 through June 30, 2025), shall not exceed Six Hundred
18 Thirty-Nine Thousand, Sixty-Six and No/100 Dollars (\$639,066.00). This is comprised of the following
19 funding streams: Three Hundred-Eight Thousand and No/100 Dollars (\$308,000.00) in PATH Grant
20 funds, One Hundred Seventy-Two Thousand, Five Hundred Thirty-Three and No/100 Dollars
21 (\$172,533.00) in local MHSA funds, One Hundred Fifty-Seven Thousand, Five Hundred Thirty-One and
22 No/100 Dollars in FFP (\$157,531.00), One Thousand-Two and No/100 Dollars (\$1,002.00) in Client
23 Rents to offset the CONTRACTOR's program costs as set forth in Exhibit C.

24 The maximum amount to be paid to CONTRACTOR by COUNTY under this Agreement for the
25 following twelve (12) month period, (July 1, 2025 through June 30, 2026), shall not exceed Six Hundred
26 Thirty-Nine Thousand, Sixty-Six and No/100 Dollars (\$639,066.00). This is comprised of the following
27 funding streams: Three Hundred-Eight Thousand and No/100 Dollars (\$308,000.00) in PATH Grant
28 funds, One Hundred Seventy-Two Thousand, Five Hundred Thirty-Three and No/100 Dollars

1 (\$172,533.00) in local MHSA funds, One Hundred Fifty-Seven Thousand, Five Hundred Thirty-One and
2 No/100 Dollars in FFP (\$157,531.00), and One Thousand-Two and No/100 Dollars (\$1,002.00) in Client
3 Rents to offset the CONTRACTOR's program costs as set forth in Exhibit C.

4 In no event shall services performed under this Agreement be in excess of Four Million, Four Hundred
5 Eighty-Two Thousand, Two Hundred Fifty and No/100 Dollars (\$4,482,250.00) during the term of this
6 Agreement. It is understood that all expenses incidental to CONTRACTOR'S performance of services
7 under this Agreement shall be borne by CONTRACTOR.

8 It is understood by COUNTY and CONTRACTOR that any Medi-Cal FFP above the amounts stated
9 herein will be used to directly offset COUNTY's contribution of PATH grant and MHSA funds as identified in
10 Exhibit C, and may be used to expand program services to clients and/or increase client program capacity
11 with the written approval of COUNTY's DBH Director. The offset of funds will also be clearly identified in
12 monthly invoices received from CONTRACTOR as further described in Section Five (5) of this Agreement.

13 If CONTRACTOR fails to generate the Medi-Cal revenue and/or client rent payment amounts set
14 forth in Exhibit C, COUNTY shall not be obligated to pay the difference between these estimated amounts
15 and the actual amounts generated.

16 Prior to March 1st of each contract year, CONTRACTOR may provide to COUNTY's DBH an
17 updated budget and budget narrative in the format identified in Exhibit C for the upcoming twelve (12)
18 month period. Each budget shall require justification by the CONTRACTOR, and written approval of
19 COUNTY's DBH Director or designee, prior to April 1st for the upcoming twelve (12) month period covered
20 by said budget. An approved updated budget and budget narrative shall become part of this Agreement
21 upon written approval of COUNTY's DBH Director or designee. If said budget is not received by the March
22 1st due date, the budget for the upcoming twelve (12) month period will remain at the prior year's funding
23 level. The amount of said approved budget shall not exceed the maximum compensation for the current
24 Agreement period.

25 Travel shall be reimbursed based on actual expenditures and mileage reimbursement shall be at
26 CONTRACTOR's adopted rate per mile, not to exceed the Federal Internal Revenue Services (IRS)
27 published rate.

28 If CONTRACTOR fails to comply with any provision of this Agreement, COUNTY shall be relieved

1 of its obligation for further compensation.

2 Payments shall be made by COUNTY to CONTRACTOR in arrears for services provided during the
3 preceding month, within forty-five (45) days after the date of receipt and approval by COUNTY of the
4 monthly invoicing as described in Section Five (5) herein. Payments shall be made after receipt and
5 verification of actual expenditures incurred by CONTRACTOR for monthly program costs, as identified in
6 Exhibit C, in the performance of this Agreement and shall be documented to COUNTY on a monthly basis
7 by the tenth (10th) of the month following the month of said expenditures.

8 COUNTY shall not be obligated to make any payments under this Agreement if the request for
9 payment is received by COUNTY more than sixty (60) days after this Agreement has terminated or expired.

10 All final invoices and/or any final budget modification requests shall be submitted by
11 CONTRACTOR within sixty (60) days following the final month of service for which payment is claimed. No
12 action shall be taken by COUNTY on invoices submitted beyond the sixty (60) day closeout period. Any
13 compensation which is not expended by CONTRACTOR pursuant to the terms and conditions of this
14 Agreement shall automatically revert to COUNTY.

15 The services provided by CONTRACTOR under this Agreement are funded in whole or in part by
16 the State of California. In the event that funding for these services is delayed by the State Controller,
17 COUNTY may defer payments to CONTRACTOR. The amount of the deferred payment shall not exceed
18 the amount of funding delayed by the State Controller to the COUNTY. The period of time of the deferral
19 by COUNTY shall not exceed the period of time of the State Controller's delay of payment to COUNTY plus
20 forty-five (45) days.

21 CONTRACTOR shall be held financially liable for any and all future disallowances/audit exceptions
22 due to CONTRACTOR deficiency discovered through the State audit process and COUNTY utilization
23 review during the course of this Agreement. At COUNTY's election, the disallowed amount will be remitted
24 within forty-five (45) days to COUNTY upon notification or shall be withheld from subsequent payments to
25 CONTRACTOR. CONTRACTOR shall not receive reimbursement for any units of services rendered that
26 are disallowed or denied by the COUNTY's DBH utilization review process or through the State Department
27 of Health Care Services (DHCS) cost report audit settlement process for Medi-Cal eligible clients.
28 Notwithstanding the above, COUNTY must notify CONTRACTOR prior to any State audit process and/or

1 COUNTY utilization review. To the extent allowable by law, CONTRACTOR shall have the right to be
2 present during each phase of any State audit process and/or COUNTY utilization review and shall be
3 provided all documentation related to each phase of any State audit process and/or COUNTY utilization
4 review. Additionally, prior to any disallowances/audit exceptions becoming final, CONTRACTOR shall be
5 given at least ten (10) business days to respond to such proposed disallowances/audit exceptions.

6 It is understood by CONTRACTOR and COUNTY that this Agreement is funded with PATH grant,
7 HHAP grant, MHSA funds, Medi-Call FFP, and client rents funds to serve adults, many of whom have
8 mental health and co-occurring substance use disorders. It is further understood by CONTRACTOR and
9 COUNTY that funds shall be used to support appropriately integrated and documented treatment services
10 for co-occurring mental health and substance use disorders and that integrated services can be
11 documented in assessments, interventions, and program notes documenting linkages and services.

12 5. INVOICING

13 CONTRACTOR shall invoice COUNTY in arrears by the tenth (10th) day of each month for actual
14 expenses incurred during the prior month electronically to: 1) dbhinvoicereview@fresnocountyca.gov, 2)
15 dbh-invoices@fresnocountyca.gov; and 3) dbhcontractedservicesdivision@fresnocountyca.gov with a copy
16 to the assigned COUNTY's DBH Staff Analyst. After CONTRACTOR renders service to referred clients,
17 CONTRACTOR shall invoice COUNTY for payment, certify the expenditure, and submit electronic claiming
18 data into COUNTY's electronic information system for all clients, including those eligible for Medi-Cal as
19 well as those that are not eligible for Medi-Cal. Invoices and reports shall be in such detail as acceptable to
20 COUNTY's DBH, as described herein and in Section Fourteen (14) of this Agreement. Billing information
21 must include the client's name, client ID number, date of service, type of mental health service provided,
22 duration of service, client's International Classification of Diseases (ICD) diagnosis, service provider name,
23 units of service provided, rate of service provided, and actual amount of service. No reimbursement for
24 costs incurred by CONTRACTOR for services delivered under this Agreement shall be made until the
25 invoice and supporting documentation is received, verified, and approved by COUNTY's DBH. COUNTY
26 must pay CONTRACTOR before submitting a claim to DHCS for Federal reimbursement for Medi-Cal
27 eligible clients.

28 If CONTRACTOR chooses to utilize the COUNTY's electronic health record system (currently

1 AVATAR, the preferred EHR system by DBH) method as their own full electronic health records system,
2 COUNTY's DBH shall invoice CONTRACTOR in arrears by the fifth (5th) day of each month for the prior
3 month's hosting fee for access to the COUNTY's electronic information system. COUNTY shall invoice
4 CONTRACTOR annually for the annual maintenance and licensing fee for access to the COUNTY's
5 electronic information system. COUNTY shall invoice CONTRACTOR annually for the Reaching Recovery
6 fee, as applicable, for access to the COUNTY's electronic information system. CONTRACTOR shall
7 provide payment for these expenditures to COUNTY's Fresno County Department of Behavioral Health,
8 Accounts Receivable, P.O. Box 712, Fresno, CA 93717-0712, Attention: Business Office, within forty-five
9 (45) days after the date of receipt by CONTRACTOR of the invoicing provided by COUNTY.

10 At the discretion of COUNTY's DBH Director or designee, if an invoice is incorrect or is otherwise not
11 in proper form or substance, COUNTY's DBH Director or designee, shall have the right to withhold payment
12 as to only that portion of the invoice that is incorrect or improper after five (5) days prior notice to
13 CONTRACTOR. CONTRACTOR agrees to continue to provide services for a period of ninety (90) days
14 after notification of an incorrect or improper invoice. If after the ninety (90) day period, the invoice is still not
15 corrected to COUNTY DBH's satisfaction, COUNTY's DBH Director or designee, may elect to terminate
16 this Agreement, pursuant to the termination provisions stated in Section Three (3) of this Agreement. In
17 addition, for invoices received ninety (90) days after the expiration of each term of this Agreement or
18 termination of this Agreement, at the discretion of COUNTY's DBH Director or designee, COUNTY's DBH
19 shall have the right to deny payment of any additional invoices received.

20 CONTRACTOR shall submit monthly invoices and general ledgers to COUNTY's DBH that itemize
21 the line item charges for monthly program costs. Unallowable costs such as lobbying or political donations
22 must be deducted from the monthly invoice reimbursements. The invoices and general ledgers will serve
23 as tracking tools to determine if CONTRACTOR's program costs are in accordance with its budgeted cost.
24 Failure to submit reports and other supporting documentation shall be deemed sufficient cause for
25 COUNTY to withhold payments until there is compliance, as further described in Section Five (5) herein.

26 CONTRACTOR must report all third party collections from other funding sources for Medicare,
27 private insurance, client private pay or any other third party. Monthly invoices for reimbursement must
28 equal the amount due CONTRACTOR less any funding sources not eligible for Federal reimbursement and

1 any other revenues generated by CONTRACTOR (i.e., private insurance, etc.).

2 CONTRACTOR shall submit monthly staffing reports that identify all direct service and support staff,
3 applicable licensure/certifications, and full time hours worked to be used as a tracking tool to determine if
4 CONTRACTOR's program is staffed according to the services provided under this Agreement.

5 CONTRACTOR must maintain financial records for a period of seven (7) years or until any dispute,
6 audit or inspection is resolved, whichever is later. CONTRACTOR will be responsible for any
7 disallowances related to inadequate documentation.

8 CONTRACTOR is responsible for collecting and managing of data in a manner to be determined by
9 DHCS and COUNTY's DBH in accordance with applicable rules and regulations. COUNTY's electronic
10 information system is a critical source of information for purposes of monitoring service volume and
11 obtaining reimbursement. CONTRACTOR must attend the COUNTY's DBH training on equipment
12 reporting for assets, intangible and sensitive minor assets, COUNTY's electronic information system, and
13 related cost reporting.

14 CONTRACTOR shall submit service data into COUNTY's electronic information system within thirty
15 (30) calendar days from the date of services were rendered.

16 CONTRACTOR must provide all necessary data to allow COUNTY to bill Medi-Cal, and any other
17 third-party source, for services and meet State and Federal reporting requirements. The necessary data
18 can be provided by a variety of means, including but not limited to: 1) direct data entry into COUNTY's
19 electronic information system; 2) providing an electronic file compatible with COUNTY's electronic
20 information system; or 3) integration between COUNTY's electronic information system and
21 CONTRACTOR's information system(s).

22 If a client has dual coverage, such as other health coverage (OHC) or Federal Medicare,
23 CONTRACTOR will be responsible for billing the carrier and obtaining a payment/denial or have validation
24 of claiming with no response ninety (90) days after the claim was mailed before the service can be entered
25 into COUNTY's electronic information system. CONTRACTOR must report all third-party collections or
26 revenue for Medicare, third party, client pay, or private pay in each monthly invoice and in the annual cost
27 report that is required to be submitted. A copy of explanation of benefits or CMS 1500 form is required as
28 documentation. CONTRACTOR shall submit monthly invoices for reimbursement that equal the amount

1 due CONTRACTOR less any funding sources not eligible for Federal and State reimbursement.
2 CONTRACTOR must comply with all laws and regulations governing the Federal Medicare program,
3 including, but not limited to: 1) the requirement of the Medicare Act, 42 U.S.C. section 1395 et seq; and 2)
4 the regulation and rules promulgated by the Federal Centers for Medicare and Medicaid Services as they
5 relate to participation, coverage and claiming reimbursement. CONTRACTOR will be responsible for
6 compliance as of the effective date of each Federal, State or local law or regulation specified.

7 Data entry into the COUNTY's electronic information system shall be the responsibility of
8 CONTRACTOR. COUNTY shall monitor the volume of services and cost of services entered into
9 COUNTY's electronic information system. Any and all audit exceptions resulting from the provision and
10 reporting of specialty mental health services by CONTRACTOR shall be the sole responsibility of
11 CONTRACTOR. CONTRACTOR will comply with all applicable policies, procedures, directives and
12 guidelines regarding the use of COUNTY's electronic information system.

13 Medi-Cal and Mental Health Plan Compliance

14 CONTRACTOR shall establish and maintain Medi-Cal certification or become certified within ninety
15 (90) days of the execution of this Agreement through COUNTY's DBH. In addition, CONTRACTOR shall
16 work with COUNTY's DBH to execute the process if not currently certified by COUNTY for credentialing of
17 staff. Service location must be approved by COUNTY's DBH during the Medi-Cal certification process.
18 During this process, the CONTRACTOR shall obtain a legal entity number established by DHCS as this is a
19 requirement for maintaining COUNTY's MHP Organizational Provider status throughout the term of this
20 Agreement. CONTRACTOR shall become Medi-Cal certified prior to providing services to Medi-Cal eligible
21 clients and seeking reimbursement from the COUNTY. CONTRACTOR will not be reimbursed by COUNTY
22 for any services rendered prior to Medi-Cal certification. CONTRACTOR shall comply with any and all
23 requests and directives associated with COUNTY maintaining State Medi-Cal site certification.

24 CONTRACTOR shall provide specialty mental health services in accordance with COUNTY's MHP.
25 CONTRACTOR must comply with the "Fresno County Mental Health Plan Compliance Program and Code
26 of Conduct" set forth in Exhibit D, attached hereto and incorporated herein by reference and made part of
27 this Agreement.

28 CONTRACTOR may provide direct specialty mental health services using unlicensed staff as long

1 as the CONTRACTOR is approved as an Organizational Provider by the COUNTY's MHP and the
2 individual is supervised by licensed staff who meet the Board of Behavioral Sciences requirements for
3 supervision, works within his/her scope, and only delivers allowable direct specialty mental health services.
4 Unlicensed staff must also be credentialed by COUNTY's MHP.

5 It is understood that each service is subject to audit for compliance with Federal and State
6 regulations, and that COUNTY may be making payments in advance of said review. In the event that a
7 service is disapproved, COUNTY may, at its sole discretion, withhold compensation or set off from other
8 payments due the amount of said disapproved services. CONTRACTOR shall be responsible for audit
9 exceptions to ineligible dates of services or incorrect application of utilization review requirements.
10 CONTRACTOR shall comply with any and all requests associated with any State and/or Federal reviews or
11 audits.

12 6. INDEPENDENT CONTRACTOR:

13 In performance of the work, duties and obligations assumed by CONTRACTOR under this
14 Agreement, it is mutually understood and agreed that CONTRACTOR, including any and all of the
15 CONTRACTOR'S officers, agents, and employees will at all times be acting and performing as an
16 independent contractor, and shall act in an independent capacity and not as an officer, agent, servant,
17 employee, joint venturer, partner, or associate of the COUNTY. Furthermore, COUNTY shall have no right
18 to control or supervise or direct the manner or method by which CONTRACTOR shall perform its work and
19 function. However, COUNTY shall retain the right to administer this Agreement so as to verify that
20 CONTRACTOR is performing its obligations in accordance with the terms and conditions thereof.

21 CONTRACTOR and COUNTY shall comply with all applicable provisions of law and the rules and
22 regulations, if any, of governmental authorities having jurisdiction over matters the subject thereof.

23 Because of its status as an independent contractor, CONTRACTOR shall have absolutely no right
24 to employment rights and benefits available to COUNTY employees. CONTRACTOR shall be solely liable
25 and responsible for providing to, or on behalf of, its employees all legally-required employee benefits. In
26 addition, CONTRACTOR shall be solely responsible and save COUNTY harmless from all matters relating
27 to payment of CONTRACTOR'S employees, including compliance with Social Security withholding and all
28 other regulations governing such matters. It is acknowledged that during the term of this Agreement,

1 CONTRACTOR may be providing services to others unrelated to the COUNTY or to this Agreement.

2 7. MODIFICATION

3 Any matters of this Agreement may be modified from time to time by the written consent of all the
4 parties without, in any way, affecting the remainder.

5 Notwithstanding the above, changes to staffing, services, and responsibilities of the
6 CONTRACTOR, as needed, to accommodate changes in the laws relating to mental health treatment, as
7 set forth in Exhibit C, may be made with the signed written approval of COUNTY's DBH Director or
8 designee CONTRACTOR through an amendment approved by COUNTY's Counsel and the COUNTY's
9 Auditor-Controller/Treasurer-Tax Collector's Office.

10 In addition, changes to expense category (i.e., Salary & Benefits, Facilities/Equipment, Operating,
11 Financial Services, Special Expenses, Fixed Assets, etc.) subtotals in the individual program budgets, and
12 changes to the volume of units of service/types of service units to be provided as set forth in Exhibit C, that
13 do not exceed ten percent (10%) of the maximum compensation payable to CONTRACTOR, may be made
14 with the written approval of COUNTY's DBH Director or designee.

15 Modifications shall not result in any change to the maximum compensation amounts payable to
16 CONTRACTOR, as stated in this Agreement

17 8. NON-ASSIGNMENT

18 No party shall assign, transfer or sub-contract this Agreement nor their rights or duties under this
19 Agreement without the prior written consent of COUNTY.

20 9. HOLD HARMLESS

21 CONTRACTOR agrees to indemnify, save, hold harmless, and at COUNTY'S request, defend the
22 COUNTY, its officers, agents, and employees from any and all costs and expenses (including attorney's
23 fees and costs), damages, liabilities, claims, and losses occurring or resulting to COUNTY in connection
24 with the performance, or failure to perform, by CONTRACTOR, its officers, agents, or employees under this
25 Agreement, and from any and all costs and expenses (including attorney's fees and costs), damages,
26 liabilities, claims, and losses occurring or resulting to any person, firm, or corporation who may be injured
27 or damaged by the performance, or failure to perform, of CONTRACTOR, its officers, agents, or
28 employees under this Agreement.

1 CONTRACTOR agrees to indemnify COUNTY for Federal, State of California and/or local audit
2 exceptions resulting from noncompliance herein on the part of CONTRACTOR.

3 10. INSURANCE

4 Without limiting the COUNTY's right to obtain indemnification from CONTRACTOR or any third
5 parties, CONTRACTOR, at its sole expense, shall maintain in full force and effect, the following insurance
6 policies or a program of self-insurance, including but not limited to, an insurance pooling arrangement or
7 Joint Powers Agreement (JPA) throughout the term of the Agreement:

8 A. Commercial General Liability

9 Commercial General Liability Insurance with limits of not less than Two Million Dollars
10 (\$2,000,000.00) per occurrence and an annual aggregate of Four Million Dollars (\$4,000,000.00). This
11 policy shall be issued on a per occurrence basis. COUNTY may require specific coverages including
12 completed operations, products liability, contractual liability, Explosion-Collapse-Underground, fire legal
13 liability or any other liability insurance deemed necessary because of the nature of this contract.

14 B. Automobile Liability

15 Comprehensive Automobile Liability Insurance with limits of not less than Two Million Dollars
16 (\$2,000,000.00) per accident for bodily injury and for property damages. Coverage should include any auto
17 used in connection with this Agreement.

18 C. Professional Liability

19 If CONTRACTOR employs licensed professional staff, (e.g., Ph.D., R.N., L.C.S.W., M.F.C.C.) in
20 providing services, Professional Liability Insurance with limits of not less than One Million Dollars
21 (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) annual aggregate.

22 D. Worker's Compensation

23 A policy of Worker's Compensation insurance as may be required by the California Labor Code.

24 E. Sexual Abuse / Molestation Liability

25 Sexual abuse / molestation liability insurance with limits of not less than One Million Dollars
26 (\$1,000,000.00) per occurrence, Two Million Dollars (\$2,000,000.00) annual aggregate. This policy
27 shall be issued on a per occurrence basis.

1 In the event, the CONTRACTOR purchases an Umbrella or Excess insurance policy(ies) to meet
2 the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less
3 coverage than the primary insurance policy(ies). In addition, such Umbrella or Excess insurance
4 policy(ies) shall also apply on a primary and non-contributory basis for the benefit of the COUNTY, its
5 officers, officials, employees, agents and volunteers.

6 F. Real and Personal Property

7 CONTRACTOR shall maintain a policy of insurance for all risk personal property coverage which
8 shall be endorsed naming the County of Fresno as an additional loss payee. The personal property
9 coverage shall be in an amount that will cover the total of the County purchased and owned property, at
10 a minimum, as discussed in Section Twenty (20) of this Agreement.

11 G. All Risk Personal Property

12 CONTRACTOR will provide property coverage for the full replacement value of the County's
13 Personal Property in the possession of Contractor and/or used in the execution of this agreement.
14 County will be identified on an appropriate certificate of insurance as the certificate holder and will be
15 named as an Additional Loss Payee on the Property Insurance Policy.

16 H. Cyber Liability

17 Effective May 17, 2022, CONTRACTOR shall maintain Cyber Liability Insurance, with limits not
18 less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate. Coverage shall be sufficiently
19 broad to respond to the duties and obligations as is undertaken by CONTRACTOR in this Agreement
20 and shall include, but not be limited to, claims involving infringement of intellectual property, including
21 but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations,
22 information theft, damage to or destruction of electronic information, release of private information,
23 alteration of electronic information, extortion and network security. The policy shall provide coverage for
24 breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses
25 with limits sufficient to respond to these obligations.

26 Definition of Cyber Risks. "Cyber Risks" include but are not limited to (i) Security Breaches, which may
27 include Disclosure of Personal Information to an Unauthorized Third Party; (ii) breach of any of the
28 Contractor's obligations under Section # of this Agreement; (iii) infringement of intellectual property,

1 including but not limited to infringement of copyright, trademark, and trade dress; (iv) invasion of privacy,
2 including release of private information; (v) information theft; (vi) damage to or destruction or alteration
3 of electronic information; (vii) extortion related to the Contractor's obligations under this Agreement
4 regarding electronic information, including Personal Information; (viii) network security; (ix) data breach
5 response costs, including Security Breach response costs; (x) regulatory fines and penalties related to
6 the Contractor's obligations under this Agreement regarding electronic information, including Personal
7 Information; and (xi) credit monitoring expenses.

8 I. Technology Professional Liability (Errors and Omissions)

9 Effective May 17, 2022, CONTRACTOR shall maintain technology professional liability (errors and
10 omissions) with limits of not less than Two Million Dollars (\$2,000,000) per occurrence. Coverage must
11 encompass all of the Contractor's obligations under this Agreement, including but not limited to claims
12 involving Cyber Risks.

13 Definition of Cyber Risks. "Cyber Risks" include but are not limited to (i) Security Breaches,
14 which may include Disclosure of Personal Information to an Unauthorized Third Party; (ii) breach of any
15 of the Contractor's obligations under Section # of this Agreement; (iii) infringement of intellectual
16 property, including but not limited to infringement of copyright, trademark, and trade dress; (iv) invasion
17 of privacy, including release of private information; (v) information theft; (vi) damage to or destruction or
18 alteration of electronic information; (vii) extortion related to the Contractor's obligations under this
19 Agreement regarding electronic information, including Personal Information; (viii) network security; (ix)
20 data breach response costs, including Security Breach response costs; (x) regulatory fines and
21 penalties related to the Contractor's obligations under this Agreement regarding electronic information,
22 including Personal Information; and (xi) credit monitoring expenses.

23 Additional Requirements Relating to Insurance

24 CONTRACTOR shall obtain endorsements to the Commercial General Liability insurance naming
25 the County of Fresno, its officers, agents, and employees, individually and collectively, as additional
26 insured, but only insofar as the operations under this Agreement are concerned. Such coverage for
27 additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained
28 by COUNTY, its officers, agents and employees shall be excess only and not contributing with insurance

1 provided under CONTRACTOR's policies herein. This insurance shall not be cancelled or changed without
2 a minimum of thirty (30) days advance written notice given to COUNTY.

3 CONTRACTOR hereby waives its right to recover from COUNTY, its officers, agents, and
4 employees any amounts paid by the policy of worker's compensation insurance required by this
5 Agreement. CONTRACTOR is solely responsible to obtain any endorsement to such policy that may be
6 necessary to accomplish such waiver of subrogation, but CONTRACTOR's waiver of subrogation under
7 this paragraph is effective whether or not CONTRACTOR obtains such an endorsement.

8 Within Thirty (30) days from the date CONTRACTOR signs and executes this Agreement,
9 CONTRACTOR shall provide certificates of insurance and endorsement as stated above for all of the
10 foregoing policies, as required herein, to the County of Fresno, (Name and Address of the official who will
11 administer this contract or electronically to dbhcontractedservicesdivision@fresnocountyca.gov with a copy
12 to the assigned COUNTY's DBH Staff Analyst), stating that such insurance coverages have been obtained
13 and are in full force; that the County of Fresno, its officers, agents and employees will not be responsible for
14 any premiums on the policies; that such Commercial General Liability insurance names the County of
15 Fresno, its officers, agents and employees, individually and collectively, as additional insured, but only
16 insofar as the operations under this Agreement are concerned; that such coverage for additional insured
17 shall apply as primary insurance and any other insurance, or self-insurance, maintained by COUNTY, its
18 officers, agents and employees, shall be excess only and not contributing with insurance provided under
19 CONTRACTOR's policies herein; and that this insurance shall not be cancelled or changed without a
20 minimum of thirty (30) days advance, written notice given to COUNTY.

21 In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein
22 provided, the COUNTY may, in addition to other remedies it may have, suspend or terminate this
23 Agreement upon the occurrence of such event.

24 All policies shall be issued by admitted insurers licensed to do business in the State of California,
25 and such insurance shall be purchased from companies possessing a current A.M. Best, Inc. rating of A
26 FSC VII or better.

27 ///

28 11. LICENSES/CERTIFICATES

1 Throughout each term of this Agreement, CONTRACTOR and CONTRACTOR's staff shall
2 maintain all necessary licenses, permits, approvals, certificates, waivers and exemptions necessary for the
3 provision of the services hereunder and required by the laws and regulations of the United States of
4 America, State of California, the County of Fresno, and any other applicable governmental agencies.
5 CONTRACTOR shall notify COUNTY immediately in writing of its inability to obtain or maintain such
6 licenses, permits, approvals, certificates, waivers and exemptions irrespective of the pendency of any
7 appeal related thereto. Additionally, CONTRACTOR and CONTRACTOR's staff shall comply with all
8 applicable laws, rules or regulations, as may now exist or be hereafter changed.

9 12. RECORDS

10 CONTRACTOR shall maintain its records in COUNTY's EHR system (currently Avatar) in
11 accordance with Exhibit E, "Documentation Standards for Client Records," attached hereto and
12 incorporated herein by reference and made part of this Agreement. The client record shall begin with
13 registration and intake and include client authorizations, assessments, plans of care, and progress notes,
14 as well as other documents as approved by the COUNTY's DBH. COUNTY shall be allowed to review
15 records of services provided, including the goals and objectives of the treatment plan, and how the therapy
16 provided is achieving the goals and objectives. If CONTRACTOR determines to maintain its records in
17 COUNTY's EHR system, it shall provide COUNTY's DBH Director, or designee, with a thirty (30) day
18 notice. If at any time CONTRACTOR chooses not to maintain its records in COUNTY's EHR system, it
19 shall provide COUNTY'S DBH Director, or designee, with a thirty (30) day notice and CONTRACTOR will
20 be responsible for obtaining its own system, at its own cost, for Electronic Health Record management.
21 Disclaimer – COUNTY makes no warranty or representation that information entered into the COUNTY's
22 EHR system by CONTRACTOR will be accurate, adequate or satisfactory for CONTRACTOR's own
23 purposes or that any information in CONTRACTOR's possession or control, or transmitted or received by
24 CONTRACTOR, is or will be secure from unauthorized access, viewing, use, disclosure, or breach.
25 CONTRACTOR is solely responsible for client information entered by CONTRACTOR into the COUNTY's
26 EHR system. CONTRACTOR agrees that all Private Health Information (PHI) maintained by
27 CONTRACTOR in COUNTY's EHR system will be maintained in conformance with all Health Insurance
28 Portability and Accountability Act (HIPAA) laws, as stated in Section Eighteen (18), "Health Insurance

1 Portability and Accountability Act”.

2 COUNTY shall be allowed to review all records of services provided, including the goals and
3 objectives of the treatment plan, and how the therapy provided is achieving the goals and objectives. All
4 mental health records shall be considered the property of the COUNTY and shall be retained by the
5 COUNTY upon termination or expiration of this Agreement.

6 13. REPORTS

7 A. Outcome Reports

8 CONTRACTOR shall submit to COUNTY’s DBH service outcome reports as requested by
9 COUNTY’s DBH. Outcome reports and outcome requirements are subject to change at COUNTY’s
10 DBH discretion.

11 CONTRACTOR shall submit to COUNTY’s designated Staff Analyst, quarterly and annual
12 reports detailing the status of meeting objectives as stated and described in Exhibit F, attached hereto
13 and incorporated herein by reference. COUNTY will require an explanation of any deviation greater than
14 10% from the stated objective.

15 B. PATH Annual Report

16 COUNTY is responsible for providing an annual report to the State which will describe and
17 evaluate the PATH program for essential planning purposes, maintaining program accountability, and
18 monitoring. Therefore, CONTRACTOR is required to submit to the COUNTY’s DBH Director or
19 Designee data in accordance with Exhibit G, “PATH PDX Annual Report,” attached hereto and
20 incorporated herein by reference.

21 C. Additional Reports

22 CONTRACTOR shall also furnish to COUNTY such statements, records, reports, data, and other
23 information as COUNTY’s DBH may request pertaining to matters covered by this Agreement. In the
24 event that CONTRACTOR fails to provide such reports or other information required hereunder, it shall
25 be deemed sufficient cause for COUNTY to withhold monthly payments until there is compliance. In
26 addition, CONTRACTOR shall provide written notification and explanation to COUNTY within five (5)
27 days of any funds received from another source to conduct the same services covered by this
28 Agreement.

1 D. Cost Report

2 CONTRACTOR agrees to submit a complete and accurate detailed cost report on an annual
3 basis for each fiscal year ending June 30th in the format prescribed by the DHCS for the purposes of
4 Short Doyle Medi-Cal reimbursements and total costs for programs. The cost report will be the source
5 document for several phases of settlement with the DHCS for the purposes of Short Doyle Medi-Cal
6 reimbursement. CONTRACTOR shall report costs under their approved legal entity number established
7 during the Medi-Cal certification process. The information provided applies to CONTRACTOR for
8 program related costs for services rendered to Medi-Cal and non-Medi-Cal clients. CONTRACTOR will
9 remit a schedule to provide the required information on published charges (PC) for all authorized
10 services. The report will serve as a source document to determine their usual and customary charge
11 prevalent in the public mental health sector that is used to bill the general public, insurers, or other non-
12 Medi-Cal third party payers during the course of business operations. CONTRACTOR must report all
13 collections for Medi-Cal/Medicare services and collections. The CONTRACTOR shall also submit with
14 the cost report a copy of the CONTRACTOR's general ledger that supports revenues and expenditures
15 and reconciled detailed report of reported total units of services rendered under this Agreement to the
16 units of services reported by CONTRACTOR to COUNTY's electronic information system.

17 Cost Reports must be submitted to the COUNTY as a hard copy with a signed cover letter and
18 electronic copy of completed DHCS cost report form along with requested support documents following
19 each fiscal year ending June 30th. During the month of September of each year this Agreement is
20 effective, COUNTY will issue instructions of the annual cost report which indicates the training session,
21 DHCS cost report template worksheets, and deadlines to submit, as determined by State DHCS
22 annually. CONTRACTOR shall remit a hard copy of cost report to County of Fresno, Attention: Cost
23 Report Team, PO BOX 45003, Fresno CA 93718. CONTRACTOR shall remit the electronic copy or any
24 inquiries to DBHcostreportteam@fresnocountyca.gov.

25 All Cost Reports must be prepared in accordance with General Accepted Accounting Principles
26 (GAAP) and Welfare and Institutions Code §§ 5651(a)(4), 5664(a), 5705(b)(3) and 5718(c).
27 Unallowable costs such as lobby or political donations must be deducted on the cost report and invoice
28 reimbursement.

1 If the CONTRACTOR does not submit the cost report by the deadline, including any extension
2 period granted by the COUNTY, the COUNTY may withhold payments of pending invoicing under
3 compensation until the cost report has been submitted and clears COUNTY desk audit for
4 completeness.

5 E. Settlements with State Department of Health Care Services (DHCS)

6 During the term of this Agreement and thereafter, COUNTY and CONTRACTOR agree to settle
7 dollar amounts disallowed or settled in accordance with DHCS audit settlement findings related to the
8 reimbursement provided under this Agreement. CONTRACTOR will participate in the several phases of
9 settlements between COUNTY/CONTRACTOR and DHCS. The phases of initial cost reporting for
10 settlement according to State reconciliation of records for paid Medi-Cal services and audit settlement
11 are: State DHCS audit 1) initial cost reporting – after an internal review by COUNTY, the COUNTY files
12 the cost report with State DHCS on behalf of CONTRACTOR’s legal entity for the fiscal year; 2)
13 Settlement – State reconciliation of records for paid Medi-Cal services, approximately 18 to 36 months
14 following the State close of the fiscal year, DHCS will send notice for any settlement under this provision
15 to COUNTY; and 3) Audit Settlement-State DHCS audit. After final reconciliation and settlement DHCS
16 may conduct a review of medical records, cost report along with support documents submitted to
17 COUNTY in initial submission to determine accuracy and may disallow costs and/or units of services.
18 COUNTY may choose to appeal and therefore reserves the right to defer payback settlement with
19 CONTRACTOR until resolution of the appeal. DHCS Audits will follow Federal Medicaid procedures for
20 managing overpayments.

21 If at the end of the Audit Settlement, COUNTY determines that it overpaid CONTRACTOR, it will
22 require CONTRACTOR to repay the Medi-Cal related overpayment back to COUNTY. Funds owed to
23 COUNTY will be due within forty-five (45) days of notification by COUNTY, or COUNTY shall withhold
24 future payments until all excess funds have been recouped by means of an offset against any payments
25 then or thereafter owing to COUNTY under this or any other Agreement between the COUNTY and
26 CONTRACTOR.

27 14. MONITORING

1 CONTRACTOR agrees to extend to COUNTY's staff, COUNTY's DBH Director, and the State
2 Department of Health Care Services or their designees, the right to review and monitor records,
3 services, or procedures, at any time, in regard to clients, as well as the overall operation of
4 CONTRACTOR's performance, in order to ensure compliance with the terms and conditions of this
5 Agreement.

6 15. REFERENCES TO LAWS AND RULES

7 In the event any law, regulation, or policy referred to in this Agreement is amended during the
8 term thereof, the parties hereto agree to comply with the amended provision as of the effective date of
9 such amendment.

10 16. COMPLIANCE WITH STATE REQUIREMENTS

11 CONTRACTOR recognizes that COUNTY operates its mental health programs under an
12 agreement with the State of California Department Health Care Services, and that under said agreement
13 the State imposes certain requirements on COUNTY and its subcontractors. CONTRACTOR shall adhere
14 to all State requirements, including those identified in Exhibit H, "State Mental Health Requirements",
15 attached hereto and by this reference incorporated herein and made part of this Agreement.

16 17. COMPLIANCE WITH STATE MEDI-CAL REQUIREMENTS

17 CONTRACTOR shall be required to maintain organizational provider certification by COUNTY.
18 CONTRACTOR must meet Medi-Cal organization provider standards as listed in Exhibit I, "Compliance
19 with State Medi-Cal Requirements", attached hereto and by this reference incorporated herein and made
20 part of this Agreement. It is acknowledged that all references to Organizational Provider and/or Provider in
21 Exhibit G/I shall refer to CONTRACTOR.

22 CONTRACTOR shall inform every client of their rights under the COUNTY's Mental Health Plan as
23 described in Exhibit J, "Mental Health Plan Grievances and Appeals Process", attached hereto and by this
24 reference incorporated herein and made part of this Agreement.

25 CONTRACTOR shall also file an incident report for all incidents involving clients, following the
26 COUNTY's DBH "Incident Reporting and Intensive Analysis" policy and procedure guide and using the
27 "Incident Report" protocol and user guide identified in Exhibit K, attached hereto and by this reference
28 incorporated herein and made part of this Agreement.

1 18. CONFIDENTIALITY

2 All services performed by CONTRACTOR under this Agreement shall be in strict conformance with
3 all applicable Federal, State of California and/or local laws and regulations relating to confidentiality.

4 19. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT

5 COUNTY and CONTRACTOR each consider and represent themselves as covered entities as
6 defined by the U.S. Health Insurance Portability and Accountability Act of 1996, Public Law 104-191
7 (HIPAA) and agree to use and disclose Protected Health Information (PHI) as required by law.

8 COUNTY and CONTRACTOR acknowledge that the exchange of PHI between them is only for
9 treatment, payment, and health care operations.

10 COUNTY and CONTRACTOR intend to protect the privacy and provide for the security of PHI
11 pursuant to the Agreement in compliance with HIPAA, the Health Information Technology for Economic and
12 Clinical Health Act, Public Law 111-005 (HITECH), and regulations promulgated thereunder by the U.S.
13 Department of Health and Human Services (HIPAA Regulations) and other applicable laws. As part of the
14 HIPAA Regulations, the Privacy Rule and the Security Rule require CONTRACTOR to enter into a contract
15 containing specific requirements prior to the disclosure of PHI, as set forth in, but not limited to, Title 45,
16 Sections 164.314(a), 164.502(e) and 164.504(e) of the Code of Federal Regulations.

17 20. DATA SECURITY

18 For the purpose of preventing the potential loss, misappropriation or inadvertent access, viewing,
19 use or disclosure of COUNTY data including sensitive or personal client information; abuse of COUNTY
20 resources; and/or disruption to COUNTY operations, individuals and/or agencies that enter into a
21 contractual relationship with COUNTY for the purpose of providing services under this Agreement must
22 employ adequate data security measures to protect the confidential information provided to
23 CONTRACTOR by COUNTY, including but not limited to the following:

24 A. CONTRACTOR-Owned Mobile, Wireless, or Handheld Devices

25 CONTRACTOR may not connect to COUNTY networks via personally-owned mobile, wireless or
26 handheld devices, unless the following conditions are met:

- 27 1. CONTRACTOR has received authorization by COUNTY for telecommuting
28 purposes;

2. Current virus protection software is in place;
3. Mobile device has the remote wipe feature enable; and
4. A secure connection is used.

B. CONTRACTOR-Owned Computers or Computer Peripherals

CONTRACTOR may not bring contractor-owned computers or computer peripherals into COUNTY for use without prior authorization from COUNTY's Chief Information Officer and/or designee(s), including but not limited to mobile storage devices. If data is approved to be transferred, data must be encrypted and stored on a secure server approved by COUNTY and transferred by means of a Virtual Private Network (VPN) connection, or another type of secure connection.

C. COUNTY-Owned Computer Equipment

CONTRACTOR may not use COUNTY computers or computer peripherals on non-County premises without prior authorization from COUNTY's Chief Information Officer and/or designee(s).

D. CONTRACTOR may not store COUNTY's private, confidential or sensitive data on any hard-disk drive, portable storage device, or remote storage installation unless encrypted.

E. CONTRACTOR shall be responsible to employ strict controls to ensure the integrity and security of COUNTY's confidential information and prevent unauthorized access, viewing, use, or disclosure of data maintained in computer files, program documentation, data processing systems, data files, and data processing equipment which stores or processes COUNTY data internally and externally.

F. Confidential client information transmitted to one party by the other by means of electronic transmissions must be encrypted according to Advanced Encryption Standards (AES) of 128 BIT or higher. Additionally, a password or pass phrase must be utilized.

G. CONTRACTOR is responsible to immediately notify COUNTY of any violations, breaches or potential breaches of security related to COUNTY's confidential information, data maintained in computer files, program documentation, data processing systems, data files and data processing equipment which stores or processes COUNTY data internally or externally.

H. COUNTY shall provide oversight to CONTRACTOR's response to all incidents arising from a possible breach of security related to COUNTY's confidential client information provided to CONTRACTOR. CONTRACTOR will be responsible to issue any notification to affected individuals

1 as required by law or as deemed necessary by COUNTY in its sole discretion. CONTRACTOR will
2 be responsible for all costs incurred as a result of providing the required notification.

3 21. PROPERTY OF COUNTY

4 A. COUNTY and CONTRACTOR recognize that fixed assets are tangible and intangible
5 property obtained or controlled under COUNTY for use in operational capacity and will
6 benefit COUNTY for a period more than one year. Depreciation of the qualified items will
7 be on a straight-line basis.

8 For COUNTY purposes, fixed assets must fulfill three (3) qualifications:

- 9 1. Have a life span of over one year;
- 10 2. Is not a repair part; and
- 11 3. Must be valued at or greater than the capitalization thresholds for the asset
12 type.

<u>Asset Type</u>	<u>Threshold</u>
14 Land	\$0
15 Buildings and Improvements	\$100,000
16 Infrastructure	\$100,000
17 Tangible	\$5,000
18 - Equipment	
19 - Vehicles	
20 Intangible	\$100,000
21 - Internally Generated Software	
22 - Purchased Software	
23 - Easements	
24 - Patents	
25 Capital Lease	\$5,000

26 Qualified fixed asset equipment is to be reported and approved by COUNTY. If it is approved
27 and identified as an asset, it will be tagged with a COUNTY program number. A Fixed Asset Log,
28 attached hereto as Exhibit L and by this reference incorporated herein and made part of this Agreement,

1 will be maintained by COUNTY's Asset Management System and annually inventoried until the asset is
2 fully depreciated. During the terms of this Agreement, CONTRACTOR's fixed assets may be
3 inventoried in comparison to COUNTY's DBH Asset Inventory System.

4 Certain purchases less than Five Thousand and No/100 Dollars (\$5,000.00) but more than One
5 Thousand and No/100 Dollars (\$1,000.00), with over one year life span, and/or are mobile and high risk
6 of theft or loss are sensitive assets. Such sensitive items are not limited to computers, copiers,
7 televisions, cameras and other sensitive items as determined by COUNTY's DBH Director or designee.
8 CONTRACTOR will maintain a tracking system on the items on Exhibit L. Items are not required to be
9 capitalized or depreciated and are subject to annual inventory for compliance.

10 B. Assets shall be retained by COUNTY, as COUNTY property, in the event this Agreement is
11 terminated or upon expiration of this Agreement. CONTRACTOR agrees to participate in an annual
12 inventory of all COUNTY fixed and inventoried assets. Upon termination or expiration of this
13 Agreement, CONTRACTOR shall be physically present when fixed and inventoried assets are
14 returned to COUNTY possession. CONTRACTOR is responsible for returning to COUNTY all
15 COUNTY-owned undepreciated fixed and inventoried assets, or the monetary value of said assets
16 if unable to produce the assets at the expiration or termination of this Agreement.

17 CONTRACTOR further agrees to the following:

- 18 1. Maintain all items of equipment in good working order and condition, normal
19 wear and tear is expected;
- 20 2. Label all items of equipment with COUNTY assigned program number, perform
21 periodic inventories as required by COUNTY, and maintain an inventory list showing
22 where and how the equipment is being used, in accordance with procedures developed
23 by COUNTY. All such lists shall be submitted to COUNTY within ten (10) days of any
24 request therefore; and
- 25 3. Report in writing to COUNTY immediately after discovery, the loss or theft of
26 any items of equipment. For stolen items, the local law enforcement agency must be
27 contacted and a copy of the police report submitted to COUNTY.

1 C. The purchase of any equipment by CONTRACTOR with funds provided hereunder shall require the
2 prior written approval of COUNTY's DBH, shall fulfill the provisions of this Agreement as
3 appropriate, and must be directly related to CONTRACTORS services or activities under the terms
4 of this Agreement. COUNTY's DBH may refuse reimbursement for any costs resulting from
5 equipment purchased, which are incurred by CONTRACTOR, if prior written approval has not been
6 obtained from COUNTY.

7 D. CONTRACTOR shall be the registered owner of two (2) vehicles, including equipped vans, and one
8 (1) shower trailer purchased for the PATH Program in A-15-257 with the COUNTY as first
9 lienholder. In the event of termination of this Agreement, COUNTY will immediately invoke the right
10 to repossession of the vehicles and shower trailer, which were purchased through this Agreement,
11 and CONTRACTOR shall cooperate with COUNTY, including but not limited to making vehicles
12 available at 4551 E. Hamilton, Fresno, CA 93702 and immediately transferring title in the vehicles
13 and shower trailer to COUNTY.

14 E. CONTRACTOR must obtain prior written approval from COUNTY's DBH whenever there is any
15 modification or change in the use of any property acquired or improved, in whole or in part, using
16 funds under this Agreement. If any real or personal property acquired or improved with said funds
17 identified herein is sold and/or is utilized by CONTRACTOR for a use which does not qualify under
18 this Agreement, CONTRACTOR shall reimburse COUNTY in an amount equal to the current fair
19 market value of the property, less any portion thereof attributable to expenditures of funds not
20 provided under this Agreement. These requirements shall continue in effect for the life of the
21 property. In the event this Agreement expires, or terminates, the requirements for this Section shall
22 remain in effect for activities or property funded with said funds, unless action is taken by the State
23 government to relieve COUNTY of these obligations.

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26 **22. NON-DISCRIMINATION**

27 During the performance of this Agreement, CONTRACTOR and its subcontractors shall not deny
28 the contract's benefits to any person on the basis of race, religious creed, color, national origin,

1 ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex,
2 gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor
3 shall they discriminate unlawfully against any employee or applicant for employment because of race,
4 religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition,
5 genetic information, marital status, sex, gender identity, gender expression, age, sexual orientation, or
6 military and veteran status.

7 CONTRACTOR shall ensure that the evaluation and treatment of employees and applicants for
8 employment are free of such discrimination. CONTRACTOR and subcontractors shall comply with the
9 provisions of the Fair Employment and Housing Act (Gov. Code §12800 et seq.), the regulations
10 promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter
11 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §11135-11139.5), and the regulations
12 or standards adopted by the awarding state agency to implement such article. CONTRACTOR shall
13 permit access by representatives of the Department of Fair Employment and Housing and the awarding
14 state agency upon reasonable notice at any time during the normal business hours, but in no case less
15 than twenty-four (24) hours notice, to such of its books, records, accounts, and all other sources of
16 information and its facilities as said department or agency shall require to ascertain compliance with this
17 clause. CONTRACTOR and its subcontractors shall give written notice of their obligations under this
18 clause to labor organizations with which they have a collective bargaining or other agreement. (See
19 Cal. Code Regs., tit. 2, §11105.) CONTRACTOR shall include the non-discrimination and compliance
20 provisions of this clause in all subcontracts to perform work under this Agreement.

21 23. CULTURAL COMPETENCY

22 As related to Cultural and Linguistic Competence:

23 A. CONTRACTOR shall not discriminate against beneficiaries based on race, color, national
24 origin, sex, disability, or religion. CONTRACTOR shall ensure that a limited and/or no
25 English proficient beneficiary is entitled to equal access and participation in federally funded
26 programs through the provision of comprehensive and quality bilingual services pursuant to
27 Title 6 of the Civil Rights Act of 1964 (42 U.S.C. Section 2000d, and 45 C.F.R. Part 80) and
28 Executive Order 12250 of 1979.

- 1 B. CONTRACTOR shall comply with requirements of policies and procedures for ensuring
2 access and appropriate use of trained interpreters and material translation services for all
3 limited and/or no English proficient beneficiaries, including, but not limited to, assessing the
4 cultural and linguistic needs of the beneficiaries, training of staff on the policies and
5 procedures, and monitoring its language assistance program. CONTRACTOR's policies and
6 procedures shall ensure compliance of any subcontracted providers with these requirements.
- 7 C. CONTRACTOR shall notify its beneficiaries that oral interpretation is available for any
8 language and written translation is available in prevalent languages and that auxiliary aids
9 and services are available upon request, at no cost and in a timely manner for limited and/or
10 no English proficient beneficiaries and/or beneficiaries with disabilities. CONTRACTOR shall
11 avoid relying on an adult or minor child accompanying the beneficiary to interpret or facilitate
12 communication; however, if the beneficiary refuses language assistance services, the
13 CONTRACTOR must document the offer, refusal and justification in the beneficiary's file.
- 14 D. CONTRACTOR shall ensure that employees, agents, subcontractors, and/or partners who
15 interpret or translate for a beneficiary or who directly communicate with a beneficiary in a
16 language other than English (1) have completed annual training provided by COUNTY at no
17 cost to CONTRACTOR; (2) have demonstrated proficiency in the beneficiary's language; (3)
18 can effectively communicate any specialized terms and concepts specific to
19 CONTRACTOR's services; and (4) adheres to generally accepted interpreter ethic principles.
20 As requested by COUNTY, CONTRACTOR shall identify all who interpret for or provide
21 direct communication to any program beneficiary in a language other than English and
22 identify when the CONTRACTOR last monitored the interpreter for language competence.
- 23 E. CONTRACTOR shall submit to COUNTY for approval, within ninety (90) days from date of
24 contract execution, CONTRACTOR's plan to address all fifteen (15) National Standards for
25 Culturally and Linguistically Appropriate Service (CLAS), as published by the Office of
26 Minority Health and set forth in Exhibit M "National Standards on Culturally and Linguistically
27 Appropriate Services," attached hereto and incorporated herein by reference and made part
28 of this agreement. As the CLAS standards are updated, CONTRACTOR's plan must be

1 updated accordingly. As requested by COUNTY, CONTRACTOR shall be responsible for
2 conducting an annual CLAS self-assessment and providing the results of the self-
3 assessment to the COUNTY. The annual CLAS self-assessment instruments shall be
4 reviewed by the COUNTY and revised as necessary to meet the approval of the COUNTY.

5 F. Cultural competency training for CONTRACTOR staff should be substantively integrated into
6 health professions education and training at all levels, both academically and functionally,
7 including core curriculum, professional licensure, and continuing professional development
8 programs. As requested by COUNTY, CONTRACTOR shall report on the completion of
9 cultural competency trainings to ensure direct service providers are completing a minimum of
10 one (1) cultural competency training annually.

11 G. CONTRACTOR shall create and sustain a forum that includes staff at all agency levels to
12 discuss cultural competence. COUNTY encourages a representative from CONTRACTOR's
13 forum to attend COUNTY's Cultural Humility Committee.

14 24. AMERICANS WITH DISABILITIES ACT

15 CONTRACTOR agrees to ensure that deliverables developed and produced, pursuant to this
16 Agreement, shall comply with the accessibility requirements of Section 508 of the Rehabilitation Act and
17 the Americans with Disabilities Act of 1973 as amended (29 U.S.C. § 794 (d)), and regulations
18 implementing that Act as set forth in Part 1194 of Title 36 of the Code of Federal Regulations. In 1998,
19 Congress amended the Rehabilitation Act of 1973 to require Federal agencies to make their electronic
20 and information technology (EIT) accessible to people with disabilities. California Government Code
21 section 11135 codifies section 508 of the Act requiring accessibility of electronic and information
22 technology.

23 25. TAX EQUITY AND FISCAL RESPONSIBILITY ACT

24 To the extent necessary to prevent disallowance of reimbursement under section 1861(v)(1) (I)
25 of the Social Security Act, (42 U.S.C. § 1395x, subd. (v)(1)[I]), until the expiration of four (4) years after
26 the furnishing of services under this Agreement, CONTRACTOR shall make available, upon written
27 request to the Secretary of the United States Department of Health and Human Services, or upon
28 request to the Comptroller General of the United States General Accounting Office, or any of their duly

1 authorized representatives, a copy of this Agreement and such books, documents, and records as are
2 necessary to certify the nature and extent of the costs of these services provided by CONTRACTOR
3 under this Agreement. CONTRACTOR further agrees that in the event CONTRACTOR carries out any
4 of its duties under this Agreement through a subcontract, with a value or cost of Ten Thousand and
5 No/100 Dollars (\$10,000.00) or more over a twelve (12) month period, with a related organization, such
6 Agreement shall contain a clause to the effect that until the expiration of four (4) years after the
7 furnishing of such services pursuant to such subcontract, the related organizations shall make available,
8 upon written request to the Secretary of the United States Department of Health and Human Services,
9 or upon request to the Comptroller General of the United States General Accounting Office, or any of
10 their duly authorized representatives, a copy of such subcontract and such books, documents, and
11 records of such organization as are necessary to verify the nature and extent of such costs.

12 26. SINGLE AUDIT CLAUSE

- 13 A. If CONTRACTOR expends Seven Hundred Fifty Thousand and No/100 Dollars (\$750,000.00) or
14 more in Federal and Federal flow-through monies, CONTRACTOR agrees to conduct an annual
15 audit in accordance with the requirements of the Single Audit Standards as set forth in Office of
16 Management and Budget (OMB) 2 CFR 200. CONTRACTOR shall submit said audit and
17 management letter to COUNTY. The audit must include a statement of findings or a statement that
18 there were no findings. If there were negative findings, CONTRACTOR must include a corrective
19 action plan signed by an authorized individual. CONTRACTOR agrees to take action to correct any
20 material non-compliance or weakness found as a result of such audit. Such audit shall be delivered
21 to COUNTY's DBH Finance Division for review within nine (9) months of the end of any fiscal year
22 in which funds were expended and/or received for the program. Failure to perform the requisite
23 audit functions as required by this Agreement may result in COUNTY performing the necessary
24 audit tasks, or at COUNTY's option, contracting with a public accountant to perform said audit, or
25 may result in the inability of COUNTY to enter into future agreements with CONTRACTOR. All
26 audit costs related to this Agreement are the sole responsibility of CONTRACTOR.
- 27 B. A single audit report is not applicable if CONTRACTOR's Federal contracts do not exceed the
28 Seven Hundred Fifty Thousand and No/100 Dollars (\$750,000.00) requirement or CONTRACTOR's

1 only funding is through Drug-related Medi-Cal. If a single audit is not applicable, a program audit
2 must be performed and a program audit report with management letter shall be submitted by
3 CONTRACTOR to COUNTY as a minimum requirement to attest to CONTRACTOR solvency.
4 Said audit report shall be delivered to COUNTY's DBH Finance Division for review no later than
5 nine (9) months after the close of the fiscal year in which the funds supplied through this Agreement
6 are expended. Failure to comply with this Act may result in COUNTY performing the necessary
7 audit tasks or contracting with a qualified accountant to perform said audit. All audit costs related to
8 this Agreement are the sole responsibility of CONTRACTOR who agrees to take corrective action to
9 eliminate any material noncompliance or weakness found as a result of such audit. Audit work
10 performed by COUNTY under this paragraph shall be billed to CONTRACTOR at COUNTY cost, as
11 determined by COUNTY's Auditor-Controller/Treasurer-Tax Collector.

12 C. CONTRACTOR shall make available all records and accounts for inspection by COUNTY, the State
13 of California, if applicable, the Comptroller General of the United States, the Federal Grantor
14 Agency, or any of their duly authorized representatives, at all reasonable times for a period of at
15 least three (3) years following final payment under this Agreement or the closure of all other pending
16 matters, whichever is later.

17 27. COMPLIANCE

18 CONTRACTOR agrees to comply with COUNTY's Contractor Code of Conduct and Ethics and
19 the COUNTY's Compliance Program in accordance with Exhibit D. Within thirty (30) days of entering
20 into this Agreement with COUNTY, CONTRACTOR shall have all of CONTRACTOR's employees,
21 agents, and subcontractors providing services under this Agreement certify in writing, that he or she has
22 received, read, understood, and shall abide by the Contractor Code of Conduct and Ethics.

23 CONTRACTOR shall ensure that within thirty (30) days of hire, all new employees, agents, and
24 subcontractors providing services under this Agreement shall certify in writing that they have received,
25 read, understood, and shall abide by the Contractor Code of Conduct and Ethics. CONTRACTOR
26 understands that the promotion of and adherence to the Contractor Code of Conduct is an element in
27 evaluating the performance of CONTRACTOR and its employees, agents, and subcontractors.

1 Within thirty (30) days of entering into this Agreement, and annually thereafter, all employees,
2 agents, and subcontractors providing services under this Agreement shall complete general compliance
3 training, and appropriate employees, agents, and subcontractors shall complete documentation and
4 billing or billing/reimbursement training. All new employees, agents, and subcontractors shall attend the
5 appropriate training within thirty (30) days of hire. Each individual who is required to attend training shall
6 certify in writing that he or she has received the required training. The certification shall specify the type
7 of training received and the date received. The certification shall be provided to COUNTY's DBH
8 Compliance Officer at 1925 E. Dakota Ave, Fresno, California 93726. CONTRACTOR agrees to
9 reimburse COUNTY for the entire cost of any penalty imposed upon COUNTY by the Federal
10 Government as a result of CONTRACTOR's violation of the terms of this Agreement.

11 28. ASSURANCES

12 In entering into this Agreement, CONTRACTOR certifies that neither they, nor any of their officers,
13 are currently excluded, suspended, debarred, or otherwise ineligible to participate in the Federal Health
14 Care Programs; that neither they, nor any of their officers, have been convicted of a criminal offense
15 related to the provision of health care items or services; nor have they, nor any of their officers, been
16 reinstated to participate in the Federal Health Care Programs after a period of exclusion, suspension,
17 debarment, or ineligibility. If COUNTY learns, subsequent to entering into a contract, that
18 CONTRACTOR is ineligible on these grounds, COUNTY will remove CONTRACTOR from responsibility
19 for, or involvement with, COUNTY's business operations related to the Federal Health Care Programs
20 and shall remove such CONTRACTOR from any position in which CONTRACTOR's compensation, or
21 the items or services rendered, ordered or prescribed by CONTRACTOR may be paid in whole or part,
22 directly or indirectly, by Federal Health Care Programs or otherwise with Federal Funds at least until
23 such time as CONTRACTOR is reinstated into participation in the Federal Health Care Programs.

- 24 A. If COUNTY has notice that either CONTRACTOR, or its officers, have been charged with a
25 criminal offense related to any Federal Health Care Program, or are proposed for exclusion
26 during the term of any contract, CONTRACTOR and COUNTY shall take all appropriate
27 actions to ensure the accuracy of any claims submitted to any Federal Health Care Program.

1 At its discretion, given such circumstances, COUNTY may request that CONTRACTOR
2 cease providing services until resolution of the charges or the proposed exclusion.

3 B. CONTRACTOR agrees that all potential new employees of CONTRACTOR or
4 subcontractors of CONTRACTOR who, in each case, are expected to perform professional
5 services under this Agreement, will be queried as to whether: (1) they are now or ever have
6 been excluded, suspended, debarred, or otherwise ineligible to participate in the Federal
7 Health Care Programs; (2) they have been convicted of a criminal offense related to the
8 provision of health care items or services; and (3) they have been reinstated to participate in
9 the Federal Health Care Programs after a period of exclusion, suspension, debarment, or
10 ineligibility.

11 1) In the event the potential employee or subcontractor informs CONTRACTOR that he
12 or she is excluded, suspended, debarred, or otherwise ineligible, or has been
13 convicted of a criminal offense relating to the provision of health care services, and
14 CONTRACTOR hires or engages such potential employee or subcontractor,
15 CONTRACTOR will ensure that said employee or subcontractor does no work, either
16 directly or indirectly relating to services provided to COUNTY.

17 2) Notwithstanding the above, COUNTY, at its discretion, may terminate this Agreement
18 in accordance with Section Three (3) of this Agreement, or require adequate
19 assurance (as defined by COUNTY) that no excluded, suspended, or otherwise
20 ineligible employee or subcontractor of CONTRACTOR will perform work, either
21 directly or indirectly, relating to services provided to COUNTY. Such demand for
22 adequate assurance shall be effective upon a time frame to be determined by
23 COUNTY to protect the interests of COUNTY consumers.

24 C. CONTRACTOR shall verify (by asking the applicable employees and subcontractors) that all
25 current employees and existing subcontractors who, in each case, are expected to perform
26 professional services under this Agreement: (1) are not currently excluded, suspended,
27 debarred, or otherwise ineligible to participate in the Federal Health Care Programs; (2) have
28 not been convicted of a criminal offense related to the provision of health care items or

1 services; and (3) have not been reinstated to participate in the Federal Health Care Program
2 after a period of exclusion, suspension, debarment, or ineligibility. In the event any existing
3 employee or subcontractor informs CONTRACTOR that he or she is excluded, suspended,
4 debarred, or otherwise ineligible to participate in the Federal Health Care Programs, or has
5 been convicted of a criminal offense relating to the provision of health care services,
6 CONTRACTOR will ensure that said employee or subcontractor does no work, either direct
7 or indirect, relating to services provided to COUNTY.

8 1) CONTRACTOR agrees to notify COUNTY immediately during the term of this
9 Agreement whenever CONTRACTOR learns that an employee or subcontractor who,
10 in each case, is providing professional services under this Agreement is excluded,
11 suspended, debarred, or otherwise ineligible to participate in the Federal Health Care
12 Programs, or is convicted of a criminal offense relating to the provision of health care
13 services.

14 2) Notwithstanding the above, COUNTY, at its discretion, may terminate this Agreement
15 in accordance with Section Three (3) of this Agreement, or require adequate
16 assurance (as defined by COUNTY) that no excluded, suspended, or otherwise
17 ineligible employee or subcontractor of CONTRACTOR will perform work, either
18 directly or indirectly, relating to services provided to COUNTY. Such demand for
19 adequate assurance shall be effective upon a time frame to be determined by
20 COUNTY to protect the interests of COUNTY clients.

21 D. CONTRACTOR agrees to cooperate fully with any reasonable requests for information from
22 COUNTY which may be necessary to complete any internal or external audits relating to
23 CONTRACTOR's compliance with the provisions of this Section.

24 E. CONTRACTOR agrees to reimburse COUNTY for the entire cost of any penalty imposed
25 upon COUNTY by the Federal Government as a result of CONTRACTOR's violation of
26 CONTRACTOR's obligations as described in this Section.

27 ///

28 29. PUBLICITY PROHIBITION

1 None of the funds, materials, property or services provided directly or indirectly under this
2 Agreement shall be used for CONTRACTOR's advertising, fundraising, or publicity (*i.e.*, purchasing of
3 tickets/tables, silent auction donations, etc.) for the purpose of self-promotion. Notwithstanding the
4 above, publicity of the services described in Section One (1) of this Agreement shall be allowed as
5 necessary to raise public awareness about the availability of such specific services when approved in
6 advance by COUNTY's DBH Director or designee and at a cost to be provided in Exhibit A for such
7 items as written/printed materials, the use of media (*i.e.*, radio, television, newspapers), and any other
8 related expense(s).

9 **30. COMPLAINTS**

10 CONTRACTOR shall log complaints and the disposition of all complaints from a client or a
11 client's family. CONTRACTOR shall provide a copy of the detailed complaint log entries concerning
12 COUNTY-sponsored clients to COUNTY at monthly intervals by the tenth (10th) day of the following
13 month, in a format that is mutually agreed upon. In addition, CONTRACTOR shall provide details and
14 attach documentation of each complaint with the log. CONTRACTOR shall post signs informing clients
15 of their right to file a complaint or grievance. CONTRACTOR shall notify COUNTY of all incidents
16 reportable to State licensing bodies that affect COUNTY clients within twenty-four (24) hours of receipt
17 of a complaint.

18 Within ten (10) days after each incident or complaint affecting COUNTY clients, CONTRACTOR
19 shall provide COUNTY with information relevant to the complaint, investigative details of the complaint,
20 the complaint and CONTRACTOR's disposition of, or corrective action taken to resolve the complaint.
21 In addition, CONTRACTOR shall inform every client of their rights as set forth in Exhibit K.
22 CONTRACTOR shall file an incident report for all incidents involving clients, following the protocol and
23 user guide identified in Exhibit K.

24 **31. DISCLOSURE OF OWNERSHIP AND/OR CONTROL INTEREST INFORMATION**

25 This provision is only applicable if CONTRACTOR is disclosing entities, fiscal agents, or
26 managed care entities, as defined in Code of Federal Regulations (C.F.R.), Title 42 §§ 455.101,
27 455.104 and 455.106(a)(1),(2).

1 In accordance with C.F.R., Title 42 §§ 455.101, 455.104, 455.105 and 455.106(a)(1),(2), the
2 following information must be disclosed by CONTRACTOR by completing Exhibit N, "Disclosure of
3 Ownership and Control Interest Statement", attached hereto and by this reference incorporated herein
4 and made part of this Agreement. CONTRACTOR shall submit this form to the COUNTY's DBH within
5 thirty (30) days of the effective date of this Agreement. Additionally, CONTRACTOR shall report any
6 changes to this information within thirty-five (35) days of occurrence by completing Exhibit N.
7 Submissions shall be scanned portable document format (pdf) copies and are to be sent via email to
8 COUNTY's DBH assigned Staff Analyst.

9 CONTRACTOR is required to submit a set of fingerprints for any person with a five (5) percent or
10 greater direct or indirect ownership interest in CONTRACTOR. COUNTY may terminate this Agreement
11 where any person with a five (5) percent or greater direct or indirect ownership interest in the
12 CONTRACTOR did not submit timely and accurate information and cooperate with any screening
13 method required in CFR, Title 42, Section 455.416. Submissions shall be scanned pdf copies and are
14 to be sent via email to DBHContractedServicesDivision@fresnocountyca.gov. COUNTY may deny
15 enrollment or terminate this Agreement where any person with a five (5) percent or greater direct or
16 indirect ownership interest in CONTRACTOR has been convicted of a criminal offense related to that
17 person's involvement with the Medicare, Medicaid, or Title XXI program in the last ten (10) years.

18 **32. DISCLOSURE – CRIMINAL HISTORY AND CIVIL ACTIONS:**

19 CONTRACTOR is required to disclose if any of the following conditions apply to them, their owners,
20 officers, corporate managers, and partners (hereinafter collectively referred to in this Section as
21 "CONTRACTOR"):

- 22 A. Within the three (3) year period preceding the Agreement award, they have been convicted
23 of, or had a civil judgment rendered against them for:
- 24 1) Fraud or a criminal offense in connection with obtaining, attempting to obtain, or
25 performing a public (federal, state, or local) transaction or contract under a public
26 transaction;
 - 27 2) Violation of a federal or state antitrust statute;
 - 28 3) Embezzlement, theft, forgery, bribery, falsification, or destruction of records; or

1 4) False statements or receipt of stolen property.

2 B. Within the three (3) year period preceding the Agreement award, they have had a public
3 transaction (federal, state, or local) terminated for cause or default.

4 Disclosure of the above information will not automatically eliminate CONTRACTOR from further
5 business consideration. The information will be considered as part of the determination of whether to
6 continue and/or renew this Agreement and any additional information or explanation that
7 CONTRACTOR elects to submit with the disclosed information will be considered. If it is later
8 determined that CONTRACTOR failed to disclose required information, any contract awarded to such
9 CONTRACTOR may be immediately voided and terminated for material failure to comply with the terms
10 and conditions of the award.

11 CONTRACTOR must sign a "Certification Regarding Debarment, Suspension, and Other
12 Responsibility Matters- Primary Covered Transactions" in the form set forth in Exhibit O, attached hereto
13 and by this reference incorporated herein and made part of this Agreement. Additionally,
14 CONTRACTOR must immediately advise COUNTY's DBH in writing if, during the term of this
15 Agreement: (1) CONTRACTOR becomes suspended, debarred, excluded, or ineligible for participation
16 in Federal or State funded programs or from receiving federal funds as listed in the excluded parties' list
17 system (<http://www.epls.gov>); or (2) any of the above listed conditions become applicable to
18 CONTRACTOR. CONTRACTOR shall indemnify, defend, and hold COUNTY harmless for any loss or
19 damage resulting from a conviction, debarment, exclusion, ineligibility, or other matter listed in the
20 signed Certification Regarding Debarment, Suspension, and Other Responsibility Matters.

21 **33. DISCLOSURE OF SELF-DEALING TRANSACTIONS**

22 This provision is only applicable if a CONTRACTOR is operating as a corporation (a for-profit or
23 non-profit corporation) or if during the term of this Agreement, CONTRACTOR changes its status to
24 operate as a corporation.

25 Members of a CONTRACTOR's Board of Directors shall disclose any self-dealing transactions
26 that they are a party to while CONTRACTOR is providing goods or performing services under this
27 Agreement. A self-dealing transaction shall mean a transaction to which CONTRACTOR is a party and
28 in which one or more of its directors has a material financial interest. Members of the Board of Directors

1 shall disclose any self-dealing transactions that they are a party to by completing and signing a "Self-
2 Dealing Transaction Disclosure Form", attached hereto as Exhibit P and incorporated herein by
3 reference and made part of this Agreement, and submitting it to COUNTY prior to commencing with the
4 self-dealing transaction or immediately thereafter.

5 34. AUDITS AND INSPECTIONS:

6 CONTRACTOR shall at any time during business hours, and as often as the COUNTY may deem
7 necessary, make available to the COUNTY for examination all of its records and data with respect to the
8 matters covered by this Agreement. The CONTRACTOR shall, upon request by the COUNTY, permit the
9 COUNTY to audit and inspect all of such records and data necessary to ensure CONTRACTOR'S
10 compliance with the terms of this Agreement.

11 If this Agreement exceeds ten thousand dollars (\$10,000.00), CONTRACTOR shall be subject to
12 the examination and audit of the Auditor General for a period of three (3) years after final payment under
13 contract (Government Code Section 8546.7).

14 35. NOTICES:

15 The persons and their addresses having authority to give and receive notices under this Agreement
16 include the following:

COUNTY	CONTRACTOR
Director, Fresno County	Chief Executive Officer
Department of Behavioral Health	Kings View
1925 E. Dakota Ave.	7170 N. Financial Dr. Ste. 110
Fresno, CA 93726	Fresno, CA 93720

22 All notices between the COUNTY and CONTRACTOR provided for or permitted under this
23 Agreement must be in writing and delivered either by personal service, by first-class United States mail, by
24 an overnight commercial courier service, or by telephonic facsimile transmission. A notice delivered by
25 personal service is effective upon service to the recipient. A notice delivered by first-class United States
26 mail is effective three COUNTY business days after deposit in the United States mail, postage prepaid,
27 addressed to the recipient. A notice delivered by an overnight commercial courier service is effective one
28 COUNTY business day after deposit with the overnight commercial courier service, delivery fees prepaid,

1 with delivery instructions given for next day delivery, addressed to the recipient. A notice delivered by
2 telephonic facsimile is effective when transmission to the recipient is completed (but, if such transmission is
3 completed outside of COUNTY business hours, then such delivery shall be deemed to be effective at the
4 next beginning of a COUNTY business day), provided that the sender maintains a machine record of the
5 completed transmission. For all claims arising out of or related to this Agreement, nothing in this section
6 establishes, waives, or modifies any claims presentation requirements or procedures provided by law,
7 including but not limited to the Government Claims Act (Division 3.6 of Title 1 of the Government Code,
8 beginning with section 810).

9 **36. GOVERNING LAW:**

10 Venue for any action arising out of or related to this Agreement shall only be in Fresno County,
11 California.

12 The rights and obligations of the parties and all interpretation and performance of this Agreement
13 shall be governed in all respects by the laws of the State of California.

14 **37. ENTIRE AGREEMENT**

15 This Agreement, including all Exhibits, constitutes the entire agreement between the
16 CONTRACTOR and COUNTY with respect to the subject matter hereof and supersedes all previous
17 Agreement negotiations, proposals, commitments, writings, advertisements, publications, and
18 understanding of any nature whatsoever unless expressly included in this Agreement. In the event of any
19 inconsistency in interpreting the documents which constitute this Agreement, the inconsistency shall be
20 resolved by giving precedence in the following order of priority: (1) the text of this Agreement (excluding
21 Attachment "A", the COUNTY'S Request for Quotation/Proposal No. Revised RFP No. 20-044 and the
22 CONTRACTOR'S Quote/Proposal in response thereto); (2) Attachment "A"; (3) the COUNTY'S Request for
23 Quotation/Proposal No. Revised RFP No. 20-044; and (4) the CONTRACTOR'S quotation/proposal made
24 in response to COUNTY'S Request for Quotation/Proposal No. Revised RFP No. 20-044. A copy of
25 COUNTY's Revised RFP No. 20-044 and CONTRACTOR's response thereto shall be retained and made
26 available during the term of this Agreement by COUNTY's DBH.

27 Exhibit A – Scope of Work

28 Exhibit B – DBH Guiding Principles of Care Delivery

1	Exhibit C – Budget and Budget Narrative
2	Exhibit D – FCMHCP (Contractor Code of Conduct and Ethics)
3	Exhibit E – Documentation Standards for Client Records
4	Exhibit F – Program Objectives
5	Exhibit G – PATH PDX Annual Report
6	Exhibit H – State Mental Health Requirements
7	Exhibit I – Compliance with State Medi-Cal Requirements
8	Exhibit J – FCMHP (Grievance and Appeals Process)
9	Exhibit K.1 – Protocol for Completion of Incident Report
10	Exhibit K.2 – Incident Reviewer User Guide
11	Exhibit L – Fixed Asset and Sensitive Item Log
12	Exhibit M – National Standards for Culturally and Linguistically Appropriate Services
13	Exhibit N – Disclosure of Ownership
14	Exhibit O – Certification Regarding Debarment, Suspension, and Other Responsibility Matters
15	Exhibit P – Self-Dealing Transaction Disclosure Form
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28	///

1 IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year
2 first hereinabove written.

3
4 **CONTRACTOR: KINGS VIEW**

COUNTY OF FRESNO

5 *Amanda Nugent Divine*

[Handwritten Signature]

6 (Authorized Signature)

Brian Pacheco, Chairman of the Board of Supervisors of the County of Fresno

7 Amanda Nugent Divine, PhD, CEO
8 Print Name & Title

9 Kings View
10 7170 N Financial Dr. Ste. 110
11 Fresno, CA 93720

12 Mailing Address

ATTEST:
Bernice E. Seidel
Clerk of the Board of Supervisors
County of Fresno, State of California

13
14
15
16 By: *[Handwritten Signature]*

Deputy

17 FOR ACCOUNTING USE ONLY:

18 Fund: 0001

19 Subclass: 10000

20 ORG: 56302493

21 Account: 7295/0
22
23
24
25
26
27
28

**PROJECTS FOR ASSISTANCE IN TRANSITION FROM HOMELESSNESS
(PATH) PROGRAM
Scope of Work**

ORGANIZATION	Kings View	
CORPORATE ADDRESS	7170 N Financial Dr, Ste 110, Fresno, CA 93720	
HOURS OF OPERATION	8AM to 5PM, Monday through Friday	
CONTRACT PERIOD	July 1, 2021 – June 30, 2026	
CONTRACT AMOUNT	FY 2021-2022	\$905,172
	FY 2022-2023	\$1,138,207
	FY 2023-2024	\$1,160,739
	FY 2024-2025	\$639,066
	FY 2025-2026	\$639,066
	Total	\$4,482,250
SERVICES	Outreach, Case Management, Mental Health, and Supportive Housing Services	

TARGET POPULATION

Adults (18 years and older) living in metro, rural, or unincorporated areas in Fresno County who are experiencing serious mental illness and/or co-occurring substance use disorders and are homeless or at imminent risk of becoming homeless. Participation in the PATH Program is voluntary.

PROJECT DESCRIPTION

The Stewart B McKinney Homeless Assistance Amendments Act of 1990 authorizes a federal grant program, Projects for Assistance in Transition from Homelessness (PATH). This funding source is used to address the needs of the target population through a PATH Program operated by Kings View. A primary goal is to reduce and end chronic homelessness and enable persons served to live in the community and to avoid homelessness, hospitalization, and/or jail detention. It is a vital resource to the community, serving as a front door for persons served into continuum of care services and mainstream mental health, primary healthcare, and the substance abuse services system.

The PATH Program is comprised of two main components:

1. Outreach, Engagement, and Linkage (OEL)
2. Specialty Mental Health Services (SMHS)

Through PATH-OEL, Kings View will provide services to at least three hundred-fifty (350) persons per year, at least two hundred (200) of which will be enrolled into HMIS and be linked to the appropriate services or referred to PATH-SMHS. They will receive case management, linkage, consultation, peer support services, and supportive interim or bridge housing services as needed. As necessary, Kings View will implement COVID-19 screening, education, assessment, and linkage capabilities in the field.

Up to thirty-six (36) persons at a given time will be enrolled in PATH-SMHS where they will receive intensive mental health treatment, case management, linkage, consultation, peer support services, and supportive housing services; up to ten (10) individuals at a given time will receive housing support). Service goals are to help stabilize and transition persons served into other County or community mental health programs.

A third component, Mobile Outreach Project (MOP), is to operate from July 1, 2021 through June 30, 2022. Through PATH-MOP, Kings View will dedicate an outreach team for rural and unincorporated areas of Fresno County for the provision of outreach, engagement, and linkage services to persons served akin to those provided in PATH-OEL. As necessary, Kings View will implement COVID-19 screening, education, assessment, and linkage capabilities in the field. From FY 2022-23 through FY 2023-24, this component will transition to Street Outreach Team and Rural Support (STARS), offering the same services at an expanded capacity.

Kings View will commit to “meet persons where they are” and collaborate with other agencies across the system of care to assist persons served in achieving their personal recovery and wellness goals. Services will incorporate safety, emergency, and crisis procedures in the field and in the organization’s offices, personal services coordination, psychiatric services in the areas of medication, prescription, administration, monitoring and documentation, mental health services, linkage services, supportive housing services, and mobile outreach services.

COUNTY’S administrative staff shall monitor and oversee program outcomes and coordinate reporting requirements.

CONTRACTOR RESPONSIBILITIES

I. ADMINISTRATIVE SERVICES

1. Participate in the Fresno/Madera Continuum of Care (FMCoC) as a member. COUNTY will provide technical assistance as needed.
2. Provide appropriate data and measurable outcomes as requested or required by the County and State. Such data reports include quarterly performance reports, Behavioral Health Board annual update reports, inclusive of demographics, caseload, and measurable outcomes.
3. Participate and utilize the Homeless Management Information System (HMIS) to enter data on persons served.
4. Ensure that operating staff have on hand, in their possession, during regular working hours and when appropriate, an adequate amount of petty cash with which to make emergency purchases of food, shelter, clothing, prescriptions, transportation, or other items and services as needed for persons served. This may include security deposits, rent subsidy, and other items needed by persons served. CONTRACTOR shall provide policies and procedures as to the handling of petty cash.
5. Evaluate the staff’s competency for performance purposes and establish medication policies and procedures which identify processes to administer medications to persons served and train other staff and family members regarding medication education, medication delivery, medication side effects, observation of self-administration of medication and medication monitoring.
6. Ensure billable Mental Health Specialty Services meet any/all County, State, and Federal regulations including any utilization review and quality assurance standards.

II. STAFFING REQUIREMENTS

1. CONTRACTOR’s program staff shall reflect the target population through social characteristics of the community, such as culture, ethnicity, gender, and sexual orientation.
2. Operate with a multidisciplinary treatment team including licensed/unlicensed mental health professionals, case managers, and other specialists to support persons served in reaching their goals.

III. SERVICES ACROSS PROGRAM

1. Commit to “meeting individuals where they are” to assist persons served in achieving their personal recovery and wellness goals.
2. Integrate physical and mental health services in collaboration with primary care physicians.

3. Provide culturally responsive evidence-based or promising clinical services that are integrated with overall service planning, supportive housing, and employment support and/or education goals.
4. Provide treatment services that account for the age, culture, gender, and language of persons served, as well as needed accommodations for physical disabilities.
5. Employ harm reduction and motivational interviewing techniques and principles.
6. Empower persons served to take an active role in the recovery process, provide housing options, and maintain independent living by providing needed services, accessing resources, and encouragement to be independent, productive, and responsible.
7. Collaborate with other agencies for the provision of non-direct mental health services. Linkages must be provided to persons served for the full range of services.
8. Coordinate services with other community mental health and non-mental health providers, as well as other medical professionals in a manner consistent with Fresno County confidentiality rules.
9. Collaborate with community law enforcement, probation, and courts.
10. Link persons served to appropriate social services, legal advocacy, and other representation; provide transportation as necessary; serve as a “representative payee” or refer them to other payee services for SSI/SSD benefits.
11. CONTRACTOR will provide reasonable direct assistance as needed to ensure that persons served obtain the basic necessities of daily life, including but not limited to:
 - a. Safe, clean, affordable housing
 - b. Food and clothing
 - c. Appropriate financial support, which may include housing deposits, Supplemental Security Income, Social Security Disability Insurance, General Relief, and money management services
 - d. Bus tokens/passes
 - e. Vehicles available to staff to transport persons served to appointments and social group activities
12. Provide assistance and advocacy in obtaining available public assistance benefits, general relief, SSI/SSDI and accessing needed behavioral health and physical health care for persons served.
13. Make appropriate referrals and linkages to addiction services that are beyond the scope of the PATH program to individuals with coexisting alcohol, tobacco, drug use and other addictive disorders.
14. Provide a rapid and flexible response to crisis during working hours, including crisis assessment and intervention by telephone or face-to-face contact. Should crisis housing, short-term care, and inpatient treatment (voluntary or involuntary) be needed, staff shall collaborate with designated staff at psychiatric facilities and/or hospitals. CONTRACTOR will provide support to the maximum extent possible, including accompanying persons served to the County’s Urgent Wellness Center and remain with them during the assessment.
15. Initiate voluntary commitment, should there be a need. CONTRACTOR will work with County staff within the Adult Services Division; county staff will sign the involuntary commitment papers.
16. CONTRACTOR shall have the flexibility to increase service intensity for an individual in response to their needs. Staff shall have the capacity to provide as many contacts as needed to persons served experiencing significant impairments in daily living.

IV. PATH-OEL SERVICES

1. At least 350 persons will receive outreach, engagement, and linkage services and at least 200 persons served will be enrolled into PATH and HMIS.

2. Utilize various engagement tools, such as personal protective equipment, disinfectant supplies, clothing, food, shoes, blankets, bus passes, hygiene kits etc., to address barriers to engagement such as transportation, pet care, property storage, etc.
3. Provide frequent contacts with individuals where they live or are most comfortable to assist them in accessing behavioral and physical health care, financial, education, vocational, rehabilitative, or other needed community services, especially as these services relate to meeting the person's mental health and housing needs.
4. Assess and document mental illness symptoms and behavior of persons served in response to medication and monitor for medication side-effects during the provision of observed self-administration and during ongoing face-to-face contacts.

V. PATH-SMHS SERVICES

1. Up to thirty-six (36) persons at a given time will be enrolled to receive intensive mental health treatment services on an ongoing basis, inclusive of supportive housing services, for up to ten (10) persons at any given time.
2. The PATH - SMHS program's persons served to staff ratio will be no more than eighteen (18) persons to each staff. A ratio of 1:17, or one staff serving seventeen (17) persons, will not be exceeded until at least one person served by a staff member is transitioning out of the program (a transition period will be at least three months prior to exit). During a transitional period, the ratio can be 1:18.
3. Assign a case manager within 24 hours of enrollment into the PATH SMHS program.
4. A Plan of Care must be created and include and identification of current symptoms, treatment goals, and planned interventions of persons served.
5. Implement mental health service strategies to reduce the number of days persons served experience hospitalization, incarceration, and homelessness.
6. Minimize the involvement of persons served with the criminal justice system, with services to include, but not be limited to:
 - a. Helping identify precipitants to their criminal involvement
 - b. Providing necessary treatment, support, and education to help eliminate any unlawful activities or criminal involvement that may be of consequence to the individual's mental illness; and
 - c. Collaborating with police, court personnel, jail/prison officials, and psychiatric staff to ensure appropriate use of legal and mental health services.
7. Incorporate the Supplemental Security Income/Social Security Disability Income (SSI/SSDI), SSI/SSDI Outreach, Access, and Recovery (SOAR) as part of the case management services. SOAR provides the program the tools to expedite access to Social Security disability benefits that result in improved housing and treatment outcomes.
8. Provide symptom assessment, personal service coordination and supportive counseling as needed to assist persons served to cope with and gain a mastery of symptoms and disabilities due to mental illness and/or substance abuse. These services shall include, but not be limited to, the following:
 - a. Ongoing assessment of mental illness symptoms and response to treatment
 - b. Education regarding their mental illness and the effects (including side effects) of prescribed medications
 - c. Symptom management efforts directed to help person served identify symptoms and their occurrence patterns and to develop methods (internal, behavioral, adaptive) to lessen their negative effects; and

- d. Provide psychological support, planned and as needed, to help persons served accomplish their personal goals and to cope with the stresses of day-to-day living.
9. Assist person served, family, and other members of the individual's social network to relate in a positive and supportive manner through such means as:
 - a. Education about the individual's illness and their role in the therapeutic process
 - b. Supportive counseling
 - c. Intervention to resolve conflict
 - d. Referral of family to therapy, self-help and other family support services as appropriate; and
 - e. Provision to other support systems with education and information about serious mental illnesses and treatment services and supports.
10. Provide education to persons served and their family and/or caregivers (as appropriate) about the nature of medications, the expected benefits and potential side effects, and alternatives to medication.
11. Provide support and help establish positive social relationships and activities in community settings. Such services shall include, but not to be limited to:
 - a. Developing social skills, including skills to develop meaningful personal relationships
 - b. Planning appropriate and productive use of leisure time, including familiarizing individuals with available social and recreational opportunities and increasing their use of these activities
 - c. Interacting with landlords, neighbors, and others effectively and appropriately
 - d. Developing assertiveness and self-esteem; and
 - e. Using existing self-help centers, self-help groups and other social, church, and recreational groups to combat isolation and withdrawal experienced by many persons coping with serious and persistent mental illness.
12. Provide training and instruction, including individual support, problem solving, skill development, modeling and supervision, in home and community settings, to teach persons served to:
 - a. Carry out personal hygiene tasks
 - b. Perform household chores, including housekeeping, cooking, laundry and shopping
 - c. Develop or improve money management skills
 - d. Use community transportation
 - e. In locating, securing, maintaining and financing safe, clean and affordable housing which is appropriate to their levels of functioning.
13. Provide alcohol, tobacco, and drug use disorder services as needed. This will include, but is not limited to, individual and group interventions to assist in:
 - a. Identifying alcohol, tobacco and drug abuse effects and patterns
 - b. Recognizing the interactive effects of alcohol, tobacco and drug use, psychiatric symptoms, and psychotropic medications
 - c. Developing motivation for decreasing alcohol, tobacco and drug use
 - d. Developing coping skills and alternatives to minimize alcohol, tobacco and drug use
 - e. Achieving periods of abstinence and stability
 - f. Attending appropriate recovery or self-help meetings; and
 - g. Achieving an alcohol and drug free lifestyle, if possible.
14. Provide information, in an educational format, on the use of alcohol, tobacco, prescribed medications, and other drugs and the impact that chemicals have on the ability to function in major life areas.

Information shall also include eating disorders, gambling, overspending, sexual and other addiction disorders, as appropriate.

15. Ensure persons served maintain their respective housing and utilize supportive housing resources by providing supportive and independent housing, as appropriate.
16. Ensure rapid access to assistance funds for purchase of furniture, and other items needed by persons served.
17. Negotiate and establish relationships with apartment owners/landlords and/or utilize alternative housing resources as available and appropriate.

VI. PATH-MOP/STARS SERVICES

1. Provide outreach, engagement, and linkage services and enroll persons served into HMIS.
2. Utilize various engagement tools, such as personal protective equipment, disinfectant supplies, clothing, food, shoes, blankets, bus passes, hygiene kits etc., to address barriers to engagement such as transportation, pet care, property storage, etc.
3. Provide frequent contacts with individuals where they live or are most comfortable in to assist them in accessing behavioral and physical health care, financial, education, vocational, rehabilitative, or other needed community services, especially as these services relate to meeting the person's mental health and housing needs.
4. Assess and document mental illness symptoms and behavior of persons served in response to medication and monitor for medication side-effects during the provision of observed self-administration and during ongoing face-to-face contacts.

VII. COUNTY RESPONSIBILITIES

1. Provide oversight of the PATH Program. In addition to contract monitoring of program, oversight includes, but is not limited to, coordination with the State Department of Health Care Services in regarding program administration and outcomes. COUNTY will coordinate meetings with CONTRACTOR on a monthly basis to discuss program client issues, concerns, measurable outcomes and reports, and any other items.
2. Assist CONTRACTOR in making linkages with the total mental health system of care through regularly scheduled meetings as well as formal and informal consultation.
3. Evaluate the progress of the overall program.
4. Receive and analyze statistical data outcome information throughout the term of contract. COUNTY will notify CONTRACTOR when additional participation is required. The performance outcome measurement process will include surveys, client and staff interviews, chart reviews, and other methods of obtaining required information as needed.
5. Recognize that cultural responsiveness is a goal toward which professionals, agencies, and systems should strive. Becoming culturally responsiveness is a developmental process and incorporates at all levels the importance of culture, the assessment of cross-cultural relations, vigilance towards the dynamics that result from cultural differences, the expansion of cultural knowledge, and the adaptation of services to meet culturally-unique needs. Offering those services in a manner that fails to achieve its intended result due to cultural and linguistic barriers is not cost effective. COUNTY will assist program towards cultural and linguistic competency, by providing the following at no cost to CONTRACTOR:
 - a. Technical assistance regarding cultural responsiveness requirements and sexual orientation and gender identity training
 - b. Mandatory cultural responsiveness training including sexual orientation and gender identity and cultural sensitivity training for program personnel, at minimum once per year. COUNTY will provide

technical assistance and when possible, training regarding the unique needs of the diverse population. Cultural responsiveness training recommendations will be based on trends in data collected and will be included in the counties Culturally Responsive Plan. Sensitivity to sexual orientation and gender identity is a basic cultural responsiveness principle and shall be included in the cultural responsiveness training(s). Literature suggests that the behavioral health needs of lesbian, gay, bisexual, and transgender (LGBT+) individuals may be at increased risk for behavioral disorders and behavioral health problems due to exposure to societal stressors such as stigmatization, prejudice and homophobic and/or transphobic violence. Social support may be critical for this population

c. CONTRACTOR materials for public use on behavioral health and substance abuse services information shall be in DBH's current threshold languages (English, Spanish, and Hmong). Translation services and costs associated will be the responsibility of the vendor. Promotional and/or program materials shall be reviewed by DBH's Public Behavioral Health Division for branding requirements prior to implementation.

Fresno County Department of Behavioral Health

Guiding Principles of Care Delivery

DBH VISION:

Health and well-being for our community.

DBH MISSION:

DBH, in partnership with our diverse community, is dedicated to providing quality, culturally responsive, behavioral health services to promote wellness, recovery, and resiliency for individuals and families in our community.

DBH GOALS:

Quadruple Aim

- Deliver quality care
- Maximize resources while focusing on efficiency
- Provide an excellent care experience
- Promote workforce well-being

GUIDING PRINCIPLES OF CARE DELIVERY:

The DBH 11 principles of care delivery define and guide a system that strives for excellence in the provision of behavioral health services where the values of wellness, resiliency, and recovery are central to the development of programs, services, and workforce. The principles provide the clinical framework that influences decision-making on all aspects of care delivery including program design and implementation, service delivery, training of the workforce, allocation of resources, and measurement of outcomes.

1. Principle One - Timely Access & Integrated Services

- Individuals and families are connected with services in a manner that is streamlined, effective, and seamless
- Collaborative care coordination occurs across agencies, plans for care are integrated, and whole person care considers all life domains such as health, education, employment, housing, and spirituality
- Barriers to access and treatment are identified and addressed

- Excellent customer service ensures individuals and families are transitioned from one point of care to another without disruption of care

2. Principle Two - Strengths-based

- Positive change occurs within the context of genuine trusting relationships
- Individuals, families, and communities are resourceful and resilient in the way they solve problems
- Hope and optimism is created through identification of, and focus on, the unique abilities of individuals and families

3. Principle Three - Person-driven and Family-driven

- Self-determination and self-direction are the foundations for recovery
- Individuals and families optimize their autonomy and independence by leading the process, including the identification of strengths, needs, and preferences
- Providers contribute clinical expertise, provide options, and support individuals and families in informed decision making, developing goals and objectives, and identifying pathways to recovery
- Individuals and families partner with their provider in determining the services and supports that would be most effective and helpful and they exercise choice in the services and supports they receive

4. Principle Four - Inclusive of Natural Supports

- The person served identifies and defines family and other natural supports to be included in care
- Individuals and families speak for themselves
- Natural support systems are vital to successful recovery and the maintaining of ongoing wellness; these supports include personal associations and relationships typically developed in the community that enhance a person's quality of life
- Providers assist individuals and families in developing and utilizing natural supports.

5. Principle Five - Clinical Significance and Evidence Based Practices (EBP)

- Services are effective, resulting in a noticeable change in daily life that is measurable.
- Clinical practice is informed by best available research evidence, best clinical expertise, and values and preferences of those we serve

- Other clinically significant interventions such as innovative, promising, and emerging practices are embraced

6. Principle Six - Culturally Responsive

- Values, traditions, and beliefs specific to an individual's or family's culture(s) are valued and referenced in the path of wellness, resilience, and recovery
- Services are culturally grounded, congruent, and personalized to reflect the unique cultural experience of each individual and family
- Providers exhibit the highest level of cultural humility and sensitivity to the self-identified culture(s) of the person or family served in striving to achieve the greatest competency in care delivery

7. Principle Seven - Trauma-informed and Trauma-responsive

- The widespread impacts of all types of trauma are recognized and the various potential paths for recovery from trauma are understood
- Signs and symptoms of trauma in individuals, families, staff, and others are recognized and persons receive trauma-informed responses
- Physical, psychological and emotional safety for individuals, families, and providers is emphasized

8. Principle Eight - Co-occurring Capable

- Services are reflective of whole-person care; providers understand the influence of bio-psycho-social factors and the interactions between physical health, mental health, and substance use disorders
- Treatment of substance use disorders and mental health disorders are integrated; a provider or team may deliver treatment for mental health and substance use disorders at the same time

9. Principle Nine - Stages of Change, Motivation, and Harm Reduction

- Interventions are motivation-based and adapted to the person's stage of change
- Progression through stages of change are supported through positive working relationships and alliances that are motivating
- Providers support individuals and families to develop strategies aimed at reducing negative outcomes of substance misuse through a harm reduction approach

- Each individual defines their own recovery and recovers at their own pace when provided with sufficient time and support

10. Principle Ten - Continuous Quality Improvement and Outcomes-Driven

- Individual and program outcomes are collected and evaluated for quality and efficacy
- Strategies are implemented to achieve a system of continuous quality improvement and improved performance outcomes
- Providers participate in ongoing professional development activities needed for proficiency in practice and implementation of treatment models

11. Principle Eleven - Health and Wellness Promotion, Illness and Harm Prevention, and Stigma Reduction

- The rights of all people are respected
- Behavioral health is recognized as integral to individual and community well-being
- Promotion of health and wellness is interwoven throughout all aspects of DBH services
- Specific strategies to prevent illness and harm are implemented at the individual, family, program, and community levels
- Stigma is actively reduced by promoting awareness, accountability, and positive change in attitudes, beliefs, practices, and policies within all systems
- The vision of health and well-being for our community is continually addressed through collaborations between providers, individuals, families, and community members

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2021-22

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS

Direct Employee Salaries

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 790		\$ 790
1102	Executive Assistant	0.01	252		252
1103	Regional Director	0.02	2,594		2,594
1104	Admin Specialist	0.26	12,628		12,628
1105	Accountant	0.05	2,805		2,805
1106	Quality Improvement Data Analyst	0.05	3,189		3,189
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

Direct Personnel Admin Salaries Subtotal **0.39** **\$ 22,258** **\$ 22,258**

Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.70		\$ 73,739	\$ 73,739
1117	Outreach Worker	2.00		73,840	73,840
1118	Case Managers	1.20		50,482	50,482
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

Direct Personnel Program Salaries Subtotal **3.90** **\$ 198,061** **\$ 198,061**

	Admin	Program	Total
Direct Personnel Salaries Subtotal	4.29	\$ 22,258	\$ 198,061

Direct Employee Benefits

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 281	\$ 2,505	\$ 2,786
1202	Worker's Compensation	541	4,817	5,358
1203	Health Insurance	2,404	21,387	23,791
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-

1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 3,226	\$ 28,709	\$ 31,935
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,656	14,739	16,395
1303	SUI	195	1,734	1,929
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 1,851	\$ 16,473	\$ 18,324
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 27,335	\$ 243,243	\$ 270,578

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	10%	90%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	17,158
2003	Client Transportation & Support	4,000
2004	Clothing, Food, & Hygiene	18,100
2005	Education Support	255
2006	Employment Support	255
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	15,400
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 55,168

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 4,006
3002	Printing/Postage	300
3003	Office Supplies & Equipment	2,250
3004	Advertising	-
3005	Staff Development & Training	1,000
3006	Staff Mileage	250
3007	Subscriptions & Memberships	200
3008	Vehicle Maintenance	23,475
3009	Other (Staff Recruitment)	260
3010	Other (specify)	-
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 31,741

4000: DIRECT FACILITIES & EQUIPMENT
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Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 9,046
4002	Rent/Lease Building	8,640
4003	Rent/Lease Equipment	2,160
4004	Rent/Lease Vehicles	13,012
4005	Security	-
4006	Utilities	3,720
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 36,578

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 10,192
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	200
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 10,392

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ 51,133
	Administrative Overhead	
6002	Professional Liability Insurance	3,300
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Liability):	9,360
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (specify)	-
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 63,793

INDIRECT COST RATE	15.43%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 6,375
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	2,620
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-

7008	Other (specify)		-
		FIXED ASSETS EXPENSES TOTAL	\$ 8,995

		TOTAL PROGRAM EXPENSES	\$ 477,245
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 102,777

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (HHAP)	66,468
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 374,468

		TOTAL PROGRAM FUNDING SOURCES:	\$ 477,245
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		NET PROGRAM COST:	\$ -
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**PATH Program- OEL
Kings View
Fiscal Year (FY) 2021-22**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.10
	Rural Triage West/Fresno	0.10
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.09
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.26
	Madera	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Executive Assistant	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.10
	Rural Triage West/Fresno	0.10
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.09
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.26
	Madera	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	Blue Sky/Fresno	0.10
	Rural Triage East/Fresno	0.22

	Rural Triage West/Fresno	0.22
	Metro CIT/Fresno	0.22
	Map Point/Fresno	0.02
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.15
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.08
	PATH OEL/Fresno	0.26
	Rural Triage East/Fresno	0.40
	Rural Triage West/Fresno	0.26
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.70
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.80
	PATH OEL/Fresno	1.20
Total		2.00

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10

	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.05
	Shasta	0.07
	Finance Department	0.38
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2021-22 Budget Narrative

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
1000: DIRECT SALARIES & BENEFITS		270,578		
Administrative Positions		22,258		
1101	Executive Director	790	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.	
1102	Executive Assistant	252	This position will assist Executive Director with staff oversight and representing and maintaining the collaborative relationship between agencies.	
1103	Regional Director	2,594	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.	
1104	Admin Specialist	12,628	Provides administrative support for the program and assist with medical billing and records.	
1105	Accountant	2,805	Prepares and provides budget guidance, monthly invoicing and other fiscal services.	
1106	Quality Improvement Data Analyst	3,189	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.	
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
Program Positions		198,061		
1116	Program Manager	73,739	Provides supervision of all staff and direct oversight of program management.	
1117	Case Managers	73,840	Provides outreach and engagement services, provides linkage to needed services.	
1118	Outreach Worker	50,482	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.	
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
Direct Employee Benefits		31,935		
1201	Retirement	2,786	Cost of 401K	
1202	Worker's Compensation	5,358	Workers Comp Insurance	
1203	Health Insurance	23,791	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
Direct Payroll Taxes & Expenses:		18,324		
1301	OASDI	-		
1302	FICA/MEDICARE	16,395	Cost of FICA/Medicare	
1303	SUI	1,929	Cost of SUI	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
2000: DIRECT CLIENT SUPPORT		55,168		
2001	Child Care	-		
2002	Client Housing Support	17,158	Support clients with rent, security deposits, board and care, emergency housing such as hotels/motels, groceries and household supplies.	
2003	Client Transportation & Support	4,000		
2004	Clothing, Food, & Hygiene	18,100	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.	
2005	Education Support	255		

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2006	Employment Support	255	
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	15,400	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		31,741	
3001	Telecommunications	4,006	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	300	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	2,250	Includes all supplies used by staff in the course of providing services. Also, includes program supplies such as snacks for clients or outreach supplies.
3004	Advertising	-	
3005	Staff Development & Training	1,000	Minor shared cost for continuation of staff development and training. Also includes HMIS training fees.
3006	Staff Mileage	250	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	200	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	23,475	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.
3009	Other (Staff Recruitment)	260	Thorough background check and drug testing.
3010	Other (specify)	-	
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		36,578	
4001	Building Maintenance	9,046	Shared copier maintenance and minor building repairs and maintenance.
4002	Rent/Lease Building	8,640	Building space lease, anticipating moving locations.
4003	Rent/Lease Equipment	2,160	Shared copier lease.
4004	Rent/Lease Vehicles	13,012	The cost of 2 shared lease vehicles to assist with program needs.
4005	Security	-	
4006	Utilities	3,720	The cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		10,392	
5001	Consultant (Network & Data Management)	10,192	Kings View Information Technology Department (KVIT) will provide hardware and software support for successful data collection. A database will be designed for this program. KVIT will procure equipment, software & other services from approved & authorized vendors. Provide online, onsite, or phone-based emergency support-24/7 from the KVIT Help Desk.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.
5004	Translation Services	200	
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		63,793	
6001	Administrative Overhead	51,133	Expenses provides program management, fiscal services, payroll, human resources,
6002	Professional Liability Insurance	3,300	Cost general and professional liability insurance.
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Liability):	9,360	Cost of personal property, accidental and auto insurance.
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	-	
6009	Other (specify)	-	
6010	Other (specify)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		8,995	
7001	Computer Equipment & Software	6,375	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	2,620	Anticipating shared cost for replacement furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	477,245
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	477,245
BUDGET CHECK:	-

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2022-23

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS

Direct Employee Salaries

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 1,802		\$ 1,802
1102	Regional Director	0.01	1,207		1,207
1103	Admin Specialist	0.05	2,576		2,576
1104	Accountant	0.07	3,841		3,841
1105	Quality Improvement Data Analyst	0.05	3,366		3,366
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

Direct Personnel Admin Salaries Subtotal 0.19 \$ 12,792 \$ 12,792

Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.60		\$ 71,625	\$ 71,625
1117	Outreach Worker	2.00		76,056	76,056
1118	Case Managers	0.94		40,730	40,730
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

Direct Personnel Program Salaries Subtotal 3.54 \$ 188,411 \$ 188,411

	Admin	Program	Total
Direct Personnel Salaries Subtotal	3.73	\$ 12,792	\$ 188,411
			\$ 201,203

Direct Employee Benefits

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 198	\$ 2,921	\$ 3,119
1202	Worker's Compensation	320	4,710	5,030
1203	Health Insurance	1,612	23,739	25,351
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-

1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 2,130	\$ 31,370	\$ 33,500
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	979	14,413	15,392
1303	SUI	89	1,319	1,408
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 1,068	\$ 15,732	\$ 16,800
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 15,990	\$ 235,513	\$ 251,503

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	6%	94%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	8,700
2003	Client Transportation & Support	3,000
2004	Clothing, Food, & Hygiene	6,003
2005	Education Support	230
2006	Employment Support	230
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	5,600
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 23,763

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 4,625
3002	Printing/Postage	800
3003	Office Supplies & Equipment	4,065
3004	Advertising	-
3005	Staff Development & Training	2,545
3006	Staff Mileage	300
3007	Subscriptions & Memberships	100
3008	Vehicle Maintenance	17,750
3009	Other (Staff Recruitment)	350
3010	Other (specify)	-
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 30,535

4000: DIRECT FACILITIES & EQUIPMENT
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Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 11,413
4002	Rent/Lease Building	8,899
4003	Rent/Lease Equipment	1,710
4004	Rent/Lease Vehicles	13,312
4005	Security	-
4006	Utilities	3,720
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 39,054

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 11,686
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	200
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 11,886

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ 37,343
	Administrative Overhead	
6002	Professional Liability Insurance	3,783
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Liability):	9,910
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (Operating)	-
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 51,036

INDIRECT COST RATE	14.19%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,900
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-

7008	Other (specify)		-
		FIXED ASSETS EXPENSES TOTAL	\$ 3,000

		TOTAL PROGRAM EXPENSES	\$ 410,777
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 102,777

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (Specify)	-
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 308,000

		TOTAL PROGRAM FUNDING SOURCES:	\$ 410,777
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		NET PROGRAM COST:	\$ -
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PATH PROGRAM-OEL
Kings View
Fiscal Year (FY) 2022-23

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
	Total	

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
	Total	

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	1.06
	PATH OEL/Fresno	0.94
Total		2.00

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2022-23 Budget Narrative

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
1000: DIRECT SALARIES & BENEFITS		251,503		
Administrative Positions		12,792		
1101	Executive Director	1,802	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.	
1102	Regional Director	1,207	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.	
1103	Admin Specialist	2,576	Provides administrative support for the program.	
1104	Accountant	3,841	Prepares and provides budget guidance, monthly invoicing and other fiscal services.	
1105	Quality Improvement Data Analyst	3,366	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.	
1106	0	-		
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
Program Positions		188,411		
1116	Program Manager	71,625	Provides supervision of all staff and direct oversight of program management.	
1117	Outreach Worker	76,056	Provides outreach and engagement services, provides linkage to needed services.	
1118	Case Managers	40,730	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.	
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
Direct Employee Benefits		33,500		
1201	Retirement	3,119	Cost of 401K	
1202	Worker's Compensation	5,030	Workers Comp Insurance	
1203	Health Insurance	25,351	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
Direct Payroll Taxes & Expenses:		16,800		
1301	OASDI	-		
1302	FICA/MEDICARE	15,392	Cost of FICA/Medicare	
1303	SUI	1,408	Cost of SUI	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
2000: DIRECT CLIENT SUPPORT		23,763		
2001	Child Care	-		
2002	Client Housing Support	8,700	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.	
2003	Client Transportation & Support	3,000	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.	
2004	Clothing, Food, & Hygiene	6,003	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.	
2005	Education Support	230	Assist with education expenses such as books and registration.	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2006	Employment Support	230	Cost of employment assistance such as interview clothes, DMV records, ID Cards or birth certificates.
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	5,600	Cost to supply showers trailer with items such as soap, shampoo, and towels for client usage.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		30,535	
3001	Telecommunications	4,625	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	800	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	4,065	Includes desk supplies & minor equipment used by staff in the course of providing services.
3004	Advertising	-	
3005	Staff Development & Training	2,545	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.
3006	Staff Mileage	300	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	100	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	17,750	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 shared leased vehicle, and 2 county owned vans for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees.
3009	Other (Staff Recruitment)	350	Thorough background check and drug testing.
3010	Other (specify)	-	
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		39,054	
4001	Building Maintenance	11,413	Shared copier maintenance and minor building repairs and maintenance. Annual Janitorial Services to maintain client showers clean.
4002	Rent/Lease Building	8,899	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	1,710	Shared copier lease.
4004	Rent/Lease Vehicles	13,312	The cost of 1 shared lease vehicles to assist with program and client needs and cost of 1 lease truck to haul client showers.
4005	Security	-	
4006	Utilities	3,720	Shared cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		11,886	
5001	Consultant (Network & Data Management)	11,686	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	200	Anticipating translation services to assist clients.
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		51,036	
6001	Administrative Overhead	37,343	Expenses provides corporate management, fiscal services, payroll, human resources,
6002	Professional Liability Insurance	3,783	Cost general and professional liability insurance.
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Liability):	9,910	Cost of personal property, accidental and auto insurance.

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	-	
6009	Other (Operating)	-	
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		3,000	
7001	Computer Equipment & Software	2,900	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 410,777
 TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 410,777
 BUDGET CHECK: -

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2023-24

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS

Direct Employee Salaries

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 1,874		\$ 1,874
1102	Regional Director	0.01	1,255		1,255
1103	Admin Specialist	0.05	2,679		2,679
1104	Accountant	0.07	4,292		4,292
1105	Quality Improvement Data Analyst	0.05	3,500		3,500
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

Direct Personnel Admin Salaries Subtotal **0.19** **\$ 13,600** **\$ 13,600**

Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.60		\$ 74,490	\$ 74,490
1117	Outreach Worker	2.00		79,086	79,086
1118	Case Managers	0.94		42,367	42,367
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

Direct Personnel Program Salaries Subtotal **3.54** **\$ 195,943** **\$ 195,943**

	Admin	Program	Total
Direct Personnel Salaries Subtotal	3.73	\$ 13,600	\$ 195,943

Direct Employee Benefits

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 211	\$ 3,037	\$ 3,248
1202	Worker's Compensation	340	4,899	5,239
1203	Health Insurance	1,713	24,689	26,402
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-

1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 2,264	\$ 32,625	\$ 34,889
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,040	14,990	16,030
1303	SUI	95	1,372	1,467
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 1,135	\$ 16,362	\$ 17,497
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 16,999	\$ 244,930	\$ 261,929

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	6%	94%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	5,500
2003	Client Transportation & Support	3,000
2004	Clothing, Food, & Hygiene	3,550
2005	Education Support	225
2006	Employment Support	225
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	4,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 16,500

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 7,205
3002	Printing/Postage	270
3003	Office Supplies & Equipment	3,050
3004	Advertising	-
3005	Staff Development & Training	2,205
3006	Staff Mileage	180
3007	Subscriptions & Memberships	100
3008	Vehicle Maintenance	16,250
3009	Other (Staff Recruitment)	170
3010	Other (Insurance)	12,843
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 42,273

4000: DIRECT FACILITIES & EQUIPMENT
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Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 10,031
4002	Rent/Lease Building	8,640
4003	Rent/Lease Equipment	2,160
4004	Rent/Lease Vehicles	13,012
4005	Security	-
4006	Utilities	3,757
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 37,600

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 11,732
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	200
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 11,932

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	28,007
6009	Other (Operating)	9,336
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 37,343

INDIRECT COST RATE	10.00%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 3,000
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	200
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-

7008	Other (specify)		-
		FIXED ASSETS EXPENSES TOTAL	\$ 3,200

		TOTAL PROGRAM EXPENSES	\$ 410,777
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 102,777

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (Specify)	-
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 308,000

		TOTAL PROGRAM FUNDING SOURCES:	\$ 410,777
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		NET PROGRAM COST:	\$ -
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PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2023-24

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
	Total	

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	1.06
	PATH OEL/Fresno	0.94
Total		2.00

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2023-24 Budget Narrative

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
1000: DIRECT SALARIES & BENEFITS		261,929		
Administrative Positions		13,600		
1101	Executive Director	1,874	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.	
1102	Regional Director	1,255	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.	
1103	Admin Specialist	2,679	Provides administrative support for the program.	
1104	Accountant	4,292	Prepares and provides budget guidance, monthly invoicing and other fiscal services.	
1105	Quality Improvement Data Analyst	3,500	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.	
1106	0	-		
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
Program Positions		195,943		
1116	Program Manager	74,490	Provides supervision of all staff and direct oversight of program management.	
1117	Outreach Worker	79,086	Provides outreach and engagement services, provides linkage to needed services.	
1118	Case Managers	42,367	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.	
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
Direct Employee Benefits		34,889		
1201	Retirement	3,248	Cost of 401K	
1202	Worker's Compensation	5,239	Workers Comp Insurance	
1203	Health Insurance	26,402	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
Direct Payroll Taxes & Expenses:		17,497		
1301	OASDI	-		
1302	FICA/MEDICARE	16,030	Cost of FICA/Medicare	
1303	SUI	1,467	Cost of SUI	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
2000: DIRECT CLIENT SUPPORT		16,500		
2001	Child Care	-		
2002	Client Housing Support	5,500	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.	
2003	Client Transportation & Support	3,000	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.	
2004	Clothing, Food, & Hygiene	3,550	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.	

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
2005	Education Support	225	Assist with education expenses such as books and registration.	
2006	Employment Support	225	Cost of employment assistance such as interview clothes, DMV records, ID Cards or birth certificates.	
2007	Household Items for Clients	-		
2008	Medication Supports	-		
2009	Program Supplies - Medical	-		
2010	Utility Vouchers	-		
2011	Other (Program Supplies)	4,000	Cost to supply showers trailer with items such as soap, shampoo, and towels for client usage.	
2012	Other (specify)	-		
2013	Other (specify)	-		
2014	Other (specify)	-		
2015	Other (specify)	-		
2016	Other (specify)	-		

3000: DIRECT OPERATING EXPENSES		42,273		
3001	Telecommunications	7,205	Cost of landline telephone services, cell phones service, data connectivity.	
3002	Printing/Postage	270	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.	
3003	Office Supplies & Equipment	3,050	Includes desk supplies & minor equipment used by staff in the course of providing services.	
3004	Advertising	-		
3005	Staff Development & Training	2,205	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.	
3006	Staff Mileage	180	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.	
3007	Subscriptions & Memberships	100	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.	
3008	Vehicle Maintenance	16,250	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 shared leased vehicle, and 2 county owned vans for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees.	
3009	Other (Staff Recruitment)	170	Thorough background check and drug testing.	
3010	Other (Insurance)	12,843	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.	
3011	Other (specify)	-		
3012	Other (specify)	-		

4000: DIRECT FACILITIES & EQUIPMENT		37,600		
4001	Building Maintenance	10,031	Shared copier maintenance and minor building repairs and maintenance. Annual Janitorial Services to maintain client showers clean.	
4002	Rent/Lease Building	8,640	Share cost of building space, anticipating moving locations.	
4003	Rent/Lease Equipment	2,160	Shared copier lease.	
4004	Rent/Lease Vehicles	13,012	The cost of 1 shared lease vehicles to assist with program and client needs and cost of 1 lease truck to haul client showers.	
4005	Security	-		
4006	Utilities	3,757	Shared cost of gas and electric.	
4007	Other (specify)	-		
4008	Other (specify)	-		
4009	Other (specify)	-		
4010	Other (specify)	-		

5000: DIRECT SPECIAL EXPENSES		11,932		
5001	Consultant (Network & Data Management)	11,732	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.	
5002	HMIS (Health Management Information System)	-		
5003	Contractual/Consulting Services (specify)	-		
5004	Translation Services	200	Anticipating translation services to assist clients.	
5005	Other (specify)	-		
5006	Other (specify)	-		
5007	Other (specify)	-		
5008	Other (specify)	-		

6000: INDIRECT EXPENSES		37,343		
6001	Administrative Overhead	-		
6002	Professional Liability Insurance	-		

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Specify):	-	
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	28,007	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	9,336	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		3,200	
7001	Computer Equipment & Software	3,000	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	200	Anticipating shared cost for replacement of furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	410,777
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	410,777
BUDGET CHECK:	-

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2024-25

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS				
Direct Employee Salaries				
Acct #	Administrative Position	FTE	Admin	Total
1101	Executive Director	0.01	\$ 1,950	\$ 1,950
1102	Regional Director	0.02	2,610	2,610
1103	Admin Specialist	0.05	2,787	2,787
1104	Accountant	0.07	4,464	4,464
1105	Quality Improvement Data Analyst	0.05	3,640	3,640
1106			-	-
1107			-	-
1108			-	-
1109			-	-
1110			-	-
1111			-	-
1112			-	-
1113			-	-
1114			-	-
1115			-	-
Direct Personnel Admin Salaries Subtotal		0.20	\$ 15,451	\$ 15,451
Acct #	Program Position	FTE	Admin	Total
1116	Program Manager	0.60		\$ 77,469
1117	Outreach Worker	2.00		82,250
1118	Case Managers	0.80		37,498
1119				-
1120				-
1121				-
1122				-
1123				-
1124				-
1125				-
1126				-
1127				-
1128				-
1129				-
1130				-
1131				-
1132				-
1133				-
1134				-
Direct Personnel Program Salaries Subtotal		3.40		\$ 197,217
				\$ 197,217
			Admin	Program
Direct Personnel Salaries Subtotal		3.60	\$ 15,451	\$ 197,217
Direct Employee Benefits				
Acct #	Description		Admin	Total
1201	Retirement		\$ 239	\$ 3,296
1202	Worker's Compensation		386	5,317
1203	Health Insurance		1,947	26,796

1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 2,572	\$ 32,837	\$ 35,409
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,182	15,087	16,269
1303	SUI	108	1,381	1,489
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 1,290	\$ 16,468	\$ 17,758
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 19,313	\$ 246,522	\$ 265,835

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	7%	93%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	5,000
2003	Client Transportation & Support	3,000
2004	Clothing, Food, & Hygiene	4,073
2005	Education Support	225
2006	Employment Support	225
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	4,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 16,523

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 7,205
3002	Printing/Postage	270
3003	Office Supplies & Equipment	2,050
3004	Advertising	-
3005	Staff Development & Training	2,205
3006	Staff Mileage	180
3007	Subscriptions & Memberships	100
3008	Vehicle Maintenance	16,250
3009	Other (Staff Recruitment)	170
3010	Other (Insurance)	12,843
3011	Other (specify)	-
3012	Other (specify)	-

DIRECT OPERATING EXPENSES TOTAL:	\$ 41,273
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4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 9,515
4002	Rent/Lease Building	8,640
4003	Rent/Lease Equipment	2,160
4004	Rent/Lease Vehicles	13,012
4005	Security	-
4006	Utilities	3,757
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 37,084

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 11,744
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	200
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 11,944

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	28,007
6009	Other (Operating)	9,336
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 37,343

INDIRECT COST RATE	10.00%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 675
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-

7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 775

TOTAL PROGRAM EXPENSES \$ 410,777

PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)

Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %				0%
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS

Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT

Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)

Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 102,777

8400 - OTHER REVENUE

Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-

8403	Grants (PATH)	308,000
8404	Other (Specify)	-
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 308,000

TOTAL PROGRAM FUNDING SOURCES:	\$ 410,777
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NET PROGRAM COST:	\$ -
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**PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2024-25**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
	Total	

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
	Total	

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	1.20
	PATH OEL/Fresno	0.80
Total		2.00

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2024-25 Budget Narrative

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
1000: DIRECT SALARIES & BENEFITS		265,835		
Administrative Positions		15,451		
1101	Executive Director	1,950	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.	
1102	Regional Director	2,610	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.	
1103	Admin Specialist	2,787	Provides administrative support for the program.	
1104	Accountant	4,464	Prepares and provides budget guidance, monthly invoicing and other fiscal services.	
1105	Quality Improvement Data Analyst	3,640	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.	
1106	0	-		
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
Program Positions		197,217		
1116	Program Manager	77,469	Provides supervision of all staff and direct oversight of program management.	
1117	Outreach Worker	82,250	Provides outreach and engagement services, provides linkage to needed services.	
1118	Case Managers	37,498	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.	
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
Direct Employee Benefits		35,409		
1201	Retirement	3,296	Cost of 401K	
1202	Worker's Compensation	5,317	Workers Comp Insurance	
1203	Health Insurance	26,796	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
Direct Payroll Taxes & Expenses:		17,758		
1301	OASDI	-		
1302	FICA/MEDICARE	16,269	Cost of FICA/Medicare	
1303	SUI	1,489	Cost of SUI	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
2000: DIRECT CLIENT SUPPORT		16,523		
2001	Child Care	-		
2002	Client Housing Support	5,000	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.	
2003	Client Transportation & Support	3,000	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.	
2004	Clothing, Food, & Hygiene	4,073	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.	
2005	Education Support	225	Assist with education expenses such as books and registration.	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2006	Employment Support	225	Cost of employment assistance such as interview clothes, DMV records, ID Cards or birth certificates.
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	4,000	Cost to supply showers trailer with items such as soap, shampoo, and towels for client usage.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		41,273	
3001	Telecommunications	7,205	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	270	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	2,050	Includes desk supplies & minor equipment used by staff in the course of providing services.
3004	Advertising	-	
3005	Staff Development & Training	2,205	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.
3006	Staff Mileage	180	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	100	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	16,250	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 shared leased vehicle, and 2 county owned vans for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees.
3009	Other (Staff Recruitment)	170	Thorough background check and drug testing.
3010	Other (Insurance)	12,843	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		37,084	
4001	Building Maintenance	9,515	Shared copier maintenance and minor building repairs and maintenance. Annual Janitorial Services to maintain client showers clean.
4002	Rent/Lease Building	8,640	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	2,160	Shared copier lease.
4004	Rent/Lease Vehicles	13,012	The cost of 1 shared lease vehicles to assist with program and client needs and cost of 1 lease truck to haul client showers.
4005	Security	-	
4006	Utilities	3,757	Shared cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		11,944	
5001	Consultant (Network & Data Management)	11,744	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	200	Anticipating translation services to assist clients.
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		37,343	
6001	Administrative Overhead	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6004	External Audit	-	
6005	Insurance (Specify):	-	
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	28,007	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	9,336	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		775	
7001	Computer Equipment & Software	675	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 410,777
 TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 410,777
 BUDGET CHECK: -

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2025-26

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 2,008		\$ 2,008
1102	Regional Director	0.02	2,688		2,688
1103	Admin Specialist	0.05	2,870		2,870
1104	Accountant	0.07	4,598		4,598
1105	Quality Improvement Data Analyst	0.05	3,750		3,750
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.20	\$ 15,914		\$ 15,914
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.60		\$ 79,793	\$ 79,793
1117	Outreach Worker	2.00		84,718	84,718
1118	Case Managers	0.80		38,623	38,623
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		3.40		\$ 203,134	\$ 203,134
			Admin	Program	Total
Direct Personnel Salaries Subtotal		3.60	\$ 15,914	\$ 203,134	\$ 219,048
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 246	\$ 3,149	\$ 3,395
1202	Worker's Compensation		398	5,078	5,476
1203	Health Insurance		2,005	25,595	27,600
1204	Other (specify)				-
1205	Other (specify)		-	-	-

1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 2,649	\$ 33,822	\$ 36,471
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,217	15,540	16,757
1303	SUI	112	1,422	1,534
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 1,329	\$ 16,962	\$ 18,291
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 19,892	\$ 253,918	\$ 273,810

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	7%	93%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	3,400
2003	Client Transportation & Support	2,100
2004	Clothing, Food, & Hygiene	2,920
2005	Education Support	200
2006	Employment Support	200
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 10,820

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 7,205
3002	Printing/Postage	70
3003	Office Supplies & Equipment	1,240
3004	Advertising	-
3005	Staff Development & Training	1,205
3006	Staff Mileage	180
3007	Subscriptions & Memberships	100
3008	Vehicle Maintenance	16,250
3009	Other (Staff Recruitment)	170
3010	Other (Insurance)	12,843
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 39,263

4000: DIRECT FACILITIES & EQUIPMENT
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Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 9,253
4002	Rent/Lease Building	8,640
4003	Rent/Lease Equipment	2,160
4004	Rent/Lease Vehicles	13,012
4005	Security	-
4006	Utilities	3,757
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 36,822

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 11,744
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	200
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 11,944

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	28,007
6009	Other (Operating)	9,336
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 37,343

INDIRECT COST RATE	10.00%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 675
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-

7008	Other (specify)		-
FIXED ASSETS EXPENSES TOTAL			\$ 775

TOTAL PROGRAM EXPENSES			\$ 410,777
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 102,777

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (Specify)	-
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 308,000

TOTAL PROGRAM FUNDING SOURCES:			\$ 410,777
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NET PROGRAM COST:	\$ -
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PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2025-26

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	1.20
	PATH OEL/Fresno	0.80

Total 2.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

PATH PROGRAM- OEL
Kings View
Fiscal Year (FY) 2025-26 Budget Narrative

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
1000: DIRECT SALARIES & BENEFITS		273,810		
Administrative Positions		15,914		
1101	Executive Director	2,008	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.	
1102	Regional Director	2,688	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.	
1103	Admin Specialist	2,870	Provides administrative support for the program.	
1104	Accountant	4,598	Prepares and provides budget guidance, monthly invoicing and other fiscal services.	
1105	Quality Improvement Data Analyst	3,750	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.	
1106	0	-		
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
Program Positions		203,134		
1116	Program Manager	79,793	Provides supervision of all staff and direct oversight of program management.	
1117	Outreach Worker	84,718	Provides outreach and engagement services, provides linkage to needed services.	
1118	Case Managers	38,623	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.	
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
Direct Employee Benefits		36,471		
1201	Retirement	3,395	Cost of 401K	
1202	Worker's Compensation	5,476	Workers Comp Insurance	
1203	Health Insurance	27,600	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
Direct Payroll Taxes & Expenses:		18,291		
1301	OASDI	-		
1302	FICA/MEDICARE	16,757	Cost of FICA/Medicare	
1303	SUI	1,534	Cost of SUI	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
2000: DIRECT CLIENT SUPPORT		10,820		
2001	Child Care	-		
2002	Client Housing Support	3,400	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.	
2003	Client Transportation & Support	2,100	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.	
2004	Clothing, Food, & Hygiene	2,920	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.	
2005	Education Support	200	Assist with education expenses such as books and registration.	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2006	Employment Support	200	Cost of employment assistance such as interview clothes, DMV records, ID Cards or birth certificates.
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	2,000	Cost to supply showers trailer with items such as soap, shampoo, and towels for client usage.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		39,263	
3001	Telecommunications	7,205	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	70	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	1,240	Includes desk supplies & minor equipment used by staff in the course of providing services.
3004	Advertising	-	
3005	Staff Development & Training	1,205	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.
3006	Staff Mileage	180	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	100	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	16,250	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 shared leased vehicle, and 2 county owned vans for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees.
3009	Other (Staff Recruitment)	170	Thorough background check and drug testing.
3010	Other (Insurance)	12,843	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		36,822	
4001	Building Maintenance	9,253	Shared copier maintenance and minor building repairs and maintenance. Annual Janitorial Services to maintain client showers clean.
4002	Rent/Lease Building	8,640	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	2,160	Shared copier lease.
4004	Rent/Lease Vehicles	13,012	The cost of 1 shared lease vehicles to assist with program and client needs and cost of 1 lease truck to haul client showers.
4005	Security	-	
4006	Utilities	3,757	Shared cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		11,944	
5001	Consultant (Network & Data Management)	11,744	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	200	Anticipating translation services to assist clients.
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		37,343	
6001	Administrative Overhead	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6004	External Audit	-	
6005	Insurance (Specify):	-	
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	28,007	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	9,336	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		775	
7001	Computer Equipment & Software	675	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 410,777
 TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 410,777
 BUDGET CHECK: -

PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2021-22

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS

Direct Employee Salaries

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 790		\$ 790
1102	Executive Assistant	0.01	252		252
1103	Regional Director	0.02	2,593		2,593
1104	Admin Specialist	0.08	3,885		3,885
1105	Accountant	0.03	1,792		1,792
1106	Quality Improvement Data Analyst	0.02	1,268		1,268
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

Direct Personnel Admin Salaries Subtotal 0.16 \$ 10,580 \$ 10,580

Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.30		\$ 31,603	\$ 31,603
1117	Case Managers	0.80		33,654	33,654
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

Direct Personnel Program Salaries Subtotal 1.10 \$ 65,257 \$ 65,257

			Admin	Program	Total
Direct Personnel Salaries Subtotal		1.26	\$ 10,580	\$ 65,257	\$ 75,837

Direct Employee Benefits

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 192	\$ 1,183	\$ 1,375

1202	Worker's Compensation	253	1,559	1,812
1203	Health Insurance	776	4,783	5,559
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 1,221	\$ 7,525	\$ 8,746
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	777	4,791	5,568
1303	SUI	61	376	437
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 838	\$ 5,167	\$ 6,005
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 12,639	\$ 77,949	\$ 90,588

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	14%	86%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	25,000
2003	Client Transportation & Support	
2004	Clothing, Food, & Hygiene	740
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,372
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 28,112

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 1,330
3002	Printing/Postage	350
3003	Office Supplies & Equipment	1,023
3004	Advertising	-
3005	Staff Development & Training	640
3006	Staff Mileage	150
3007	Subscriptions & Memberships	50

3008	Vehicle Maintenance	2,167
3009	Other (Staff Recruitment)	300
3010	Other (specify)	-
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 6,010

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 1,324
4002	Rent/Lease Building	2,052
4003	Rent/Lease Equipment	240
4004	Rent/Lease Vehicles	1,953
4005	Security	-
4006	Utilities	675
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 6,244

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,046
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (Psychiatrist Fees)	32,438
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 36,484

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ 20,789
	Administrative Overhead	
6002	Professional Liability Insurance	1,961
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Liability):	689
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (specify)	-
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 23,439

INDIRECT COST RATE	13.74%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 3,050
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 3,150

TOTAL PROGRAM EXPENSES	\$ 194,027
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	160	3.75	600
8003	Crisis Services	64	6.75	432
8004	Medication Support	2,870	8.00	22,960
8005	Collateral			-
8006	Plan Development	850	4.50	3,825
8007	Assessment	2,950	4.50	13,275
8008	Rehabilitation	33,838	4.50	152,271
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		40,732		\$ 193,363
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				145,022
Federal Financial Participation (FFP) %			85%	123,269
MEDI-CAL FFP TOTAL				\$ 123,269

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ 0
REALIGNMENT TOTAL		\$ 0

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-

8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE			
Acct #	Line Item Description	Amount	
8401	Client Fees	\$ -	
8402	Client Insurance	-	
8403	Grants (Specify)	-	
8404	Other (Client Rents)	1,002	
8405	Other (Specify)	-	
OTHER REVENUE TOTAL			\$ 1,002

TOTAL PROGRAM FUNDING SOURCES:	\$ 194,027
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NET PROGRAM COST:	\$ -
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**PATH Program- SMHS
Kings View
Fiscal Year (FY) 2021-22**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.10
	Rural Triage West/Fresno	0.10
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.09
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.26
	Madera	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Executive Assistant	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.10
	Rural Triage West/Fresno	0.10
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.09
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.26
	Madera	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05

	Blue Sky/Fresno	0.10
	Rural Triage East/Fresno	0.22
	Rural Triage West/Fresno	0.22
	Metro CIT/Fresno	0.22
	Map Point/Fresno	0.02
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.15
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.08
	PATH OEL/Fresno	0.26
	Rural Triage East/Fresno	0.40
	Rural Triage West/Fresno	0.26
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.70
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.80
	PATH OEL/Fresno	1.20
Total		<u>2.00</u>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07

	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
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PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2021-22 Budget Narrative

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS		90,588	
Administrative Positions		10,580	
1101	Executive Director	790	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1102	Executive Assistant	252	This position will assist Executive Director with staff oversight and representing and maintaining the collaborative relationship between agencies.
1103	Regional Director	2,593	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1104	Admin Specialist	3,885	Provides administrative support for the program and assist with medical billing and records.
1105	Accountant	1,792	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1106	Quality Improvement Data Analyst	1,268	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
Program Positions		65,257	
1116	Program Manager	31,603	Provides supervision of all staff and direct oversight of program management.
1117	Case Managers	33,654	Provides administrative support for the program and assist with medical billing and records.
1118	0	-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
Direct Employee Benefits		8,746	
1201	Retirement	1,375	Cost of 401K
1202	Worker's Compensation	1,812	Workers Comp Insurance
1203	Health Insurance	5,559	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:		6,005	
1301	OASDI	-	
1302	FICA/MEDICARE	5,568	Cost of FICA/Medicare
1303	SUI	437	Cost of SUI
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	
2000: DIRECT CLIENT SUPPORT		28,112	
2001	Child Care	-	
2002	Client Housing Support	25,000	Support clients with rent, security deposits, board and care, emergency housing such as hotels/motels, groceries and household supplies.
2003	Client Transportation & Support	-	
2004	Clothing, Food, & Hygiene	740	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
2005	Education Support	-	
2006	Employment Support	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	2,372	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		6,010	
3001	Telecommunications	1,330	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	350	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	1,023	Includes all supplies used by staff in the course of providing services. Also, includes program supplies such as snacks for clients or outreach supplies.
3004	Advertising	-	
3005	Staff Development & Training	640	Minor shared cost for continuation of staff development and training. Also includes HMIS training fees.
3006	Staff Mileage	150	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	2,167	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.
3009	Other (Staff Recruitment)	300	Thorough background check and drug testing.
3010	Other (specify)	-	
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		6,244	
4001	Building Maintenance	1,324	Shared copier maintenance and minor building repairs and maintenance.
4002	Rent/Lease Building	2,052	Building space lease, anticipating moving locations.
4003	Rent/Lease Equipment	240	Shared copier lease.
4004	Rent/Lease Vehicles	1,953	The cost of 2 shared lease vehicles to assist with program needs.
4005	Security	-	
4006	Utilities	675	The cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		36,484	
5001	Consultant (Network & Data Management)	4,046	Kings View Information Technology Department (KVIS) will provide hardware and software support for successful data collection. A database will be designed for this program. KVIS will procure equipment, software & other services from approved & authorized vendors. Provide online, onsite, or phone-based emergency support-24/7 from the KVIS Help Desk.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (Psychiatrist Fees)	32,438	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.
5004	Translation Services	-	
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		23,439	
6001	Administrative Overhead	20,789	Expenses provides program management, fiscal services, payroll, human resources,
6002	Professional Liability Insurance	1,961	Cost general and professional liability insurance.
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Liability):	689	Cost of personal property, accidental and auto insurance.
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	-	
6009	Other (specify)	-	
6010	Other (specify)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		3,150	
7001	Computer Equipment & Software	3,050	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	100	Anticipating shared cost for replacement furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management	Based on annualizing current reports	
8003	Crisis Services	Based on annualizing current reports	
8004	Medication Support	Based on annualizing current reports	
8005	Collateral		
8006	Plan Development	Based on annualizing current reports	
8007	Assessment	Based on annualizing current reports	
8008	Rehabilitation	Based on annualizing current reports	
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	194,027
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	194,027
BUDGET CHECK:	-

PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2022-23

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 1,802		\$ 1,802
1102	Regional Director	0.06	7,239		7,239
1103	Admin Specialist	0.30	15,457		15,457
1104	Accountant	0.04	2,358		2,358
1105	Quality Improvement Data Analyst	0.02	1,346		1,346
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.43	\$ 28,202		\$ 28,202
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.12		\$ 14,325	\$ 14,325
1117	Case Managers	1.06		45,930	45,930
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		1.18		\$ 60,255	\$ 60,255
			Admin	Program	Total
Direct Personnel Salaries Subtotal		1.61	\$ 28,202	\$ 60,255	\$ 88,457
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 533	\$ 1,139	\$ 1,672
1202	Worker's Compensation		702	1,501	2,203
1203	Health Insurance		2,642	5,646	8,288
1204	Other (specify)		-	-	-

1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 3,877	\$ 8,286	\$ 12,163
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,158	4,609	6,767
1303	SUI	169	362	531
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 2,327	\$ 4,971	\$ 7,298
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 34,406	\$ 73,512	\$ 107,918

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	32%	68%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	36,781
2003	Client Transportation & Support	
2004	Clothing, Food, & Hygiene	2,115
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 40,896

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 1,750
3002	Printing/Postage	250
3003	Office Supplies & Equipment	1,174
3004	Advertising	-
3005	Staff Development & Training	1,256
3006	Staff Mileage	150
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	1,020
3009	Other (Staff Recruitment)	300
3010	Other (Insurance)	2,410
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 8,360

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 1,324
4002	Rent/Lease Building	2,200
4003	Rent/Lease Equipment	240
4004	Rent/Lease Vehicles	830
4005	Security	
4006	Utilities	675
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 5,269

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,980
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (Psychiatrist Fees)	34,571
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 39,551

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	18,071
6009	Other (Operating)	6,024
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 24,095

INDIRECT COST RATE	11.80%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,100
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-

7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 2,200

TOTAL PROGRAM EXPENSES	\$ 228,289
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	164	3.75	615
8003	Crisis Services	61	6.75	412
8004	Medication Support	2,981	8.25	24,593
8005	Collateral			-
8006	Plan Development	2,000	4.50	9,000
8007	Assessment	2,965	4.50	13,343
8008	Rehabilitation	39,829	5.00	199,145
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		48,000		\$ 247,108
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				185,331
Federal Financial Participation (FFP) %				85%
				157,531
MEDI-CAL FFP TOTAL				\$ 157,531

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ (0)
REALIGNMENT TOTAL		\$ (0)

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-
8404	Other (Client Rents)	1,002
8405	Other (Specify)	-

	OTHER REVENUE TOTAL	\$ 1,002
TOTAL PROGRAM FUNDING SOURCES:	\$ 228,289	
	NET PROGRAM COST:	\$ -

**PATH PROGRAM-SMHS
Kings View
Fiscal Year (FY) 2022-23**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
	Total	

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
	Total	

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	1.06
	PATH OEL/Fresno	0.94

Total 2.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2022-23 Budget Narrative

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS		107,918	
Administrative Positions		28,202	
1101	Executive Director	1,802	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1102	Regional Director	7,239	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1103	Admin Specialist	15,457	Provides administrative support for the program and assist with medical billing and records.
1104	Accountant	2,358	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1105	Quality Improvement Data Analyst	1,346	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
Program Positions		60,255	
1116	Program Manager	14,325	Provides supervision of all staff and direct oversight of program management.
1117	Case Managers	45,930	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.
1118	0	-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
Direct Employee Benefits		12,163	
1201	Retirement	1,672	Cost of 401K
1202	Worker's Compensation	2,203	Workers Comp Insurance
1203	Health Insurance	8,288	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:		7,298	
1301	OASDI	-	
1302	FICA/MEDICARE	6,767	Cost of FICA/Medicare
1303	SUI	531	Cost of SUI
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	
2000: DIRECT CLIENT SUPPORT		40,896	
2001	Child Care	-	
2002	Client Housing Support	36,781	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.
2003	Client Transportation & Support	-	
2004	Clothing, Food, & Hygiene	2,115	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
2005	Education Support	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2006	Employment Support	-	
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	2,000	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		8,360	
3001	Telecommunications	1,750	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	250	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	1,174	Includes all supplies and minor equipment used by staff in the course of providing services.
3004	Advertising	-	
3005	Staff Development & Training	1,256	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.
3006	Staff Mileage	150	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	1,020	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.
3009	Other (Staff Recruitment)	300	Thorough background check and drug testing.
3010	Other (Insurance)	2,410	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		5,269	
4001	Building Maintenance	1,324	Shared copier maintenance, minor building repairs and maintenance to facility.
4002	Rent/Lease Building	2,200	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	240	Shared copier lease.
4004	Rent/Lease Vehicles	830	The cost of 1 shared lease vehicles to assist with program needs.
4005	Security	-	
4006	Utilities	675	Shared cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		39,551	
5001	Consultant (Network & Data Management)	4,980	Kings View Information Technology Department (KVIS) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (Psychiatrist Fees)	34,571	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.
5004	Translation Services	-	
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		24,095	
6001	Administrative Overhead	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Specify):	-	
6006	Payroll Services	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	18,071	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	6,024	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		2,200	
7001	Computer Equipment & Software	2,100	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management	Based on annualizing current reports	
8003	Crisis Services	Based on annualizing current reports	
8004	Medication Support	Based on annualizing current reports	
8005	Collateral		
8006	Plan Development	Based on annualizing current reports	
8007	Assessment	Based on annualizing current reports	
8008	Rehabilitation	Based on annualizing current reports	
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	228,289
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	228,289
BUDGET CHECK:	-

PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2023-24

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 1,874		\$ 1,874
1102	Regional Director	0.06	7,528		7,528
1103	Admin Specialist	0.30	16,076		16,076
1104	Accountant	0.04	2,453		2,453
1105	Quality Improvement Data Analyst	0.02	1,387		1,387
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.43	\$ 29,318		\$ 29,318
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.12		\$ 14,898	\$ 14,898
1117	Case Managers	1.06		47,774	47,774
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		1.18		\$ 62,672	\$ 62,672
			Admin	Program	Total
Direct Personnel Salaries Subtotal		1.61	\$ 29,318	\$ 62,672	\$ 91,990
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 554	\$ 1,185	\$ 1,739
1202	Worker's Compensation		730	1,560	2,290
1203	Health Insurance		2,747	5,872	8,619
1204	Other (specify)		-	-	-

1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 4,031	\$ 8,617	\$ 12,648
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,243	4,794	7,037
1303	SUI	176	376	552
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 2,419	\$ 5,170	\$ 7,589
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 35,768	\$ 76,459	\$ 112,227

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	32%	68%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	31,135
2003	Client Transportation & Support	-
2004	Clothing, Food, & Hygiene	2,115
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 35,250

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 1,750
3002	Printing/Postage	250
3003	Office Supplies & Equipment	1,271
3004	Advertising	-
3005	Staff Development & Training	1,355
3006	Staff Mileage	150
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	1,520
3009	Other (Staff Recruitment)	300
3010	Other (Insurance)	2,440
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 9,086

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 1,324
4002	Rent/Lease Building	2,266
4003	Rent/Lease Equipment	240
4004	Rent/Lease Vehicles	830
4005	Security	
4006	Utilities	695
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 5,355

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,980
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (Psychiatrist Fees)	35,096
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 40,076

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	18,071
6009	Other (Operating)	6,024
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 24,095

INDIRECT COST RATE	11.80%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,100
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-

7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 2,200

TOTAL PROGRAM EXPENSES	\$ 228,289
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	164	3.75	615
8003	Crisis Services	61	6.75	412
8004	Medication Support	2,981	8.25	24,593
8005	Collateral			-
8006	Plan Development	2,000	4.50	9,000
8007	Assessment	2,965	4.50	13,343
8008	Rehabilitation	39,829	5.00	199,145
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		48,000		\$ 247,108
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				185,331
Federal Financial Participation (FFP) %				85%
MEDI-CAL FFP TOTAL				\$ 157,531

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ 0
REALIGNMENT TOTAL		\$ 0

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-
8404	Other (Client Rents)	1,002
8405	Other (Specify)	-

	OTHER REVENUE TOTAL	\$ 1,002
TOTAL PROGRAM FUNDING SOURCES:	\$ 228,289	
NET PROGRAM COST:	\$ -	

**PATH PROGRAM-SMHS
Kings View
Fiscal Year (FY) 2023-24**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
	Total	

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	1.06
	PATH OEL/Fresno	0.94

Total 2.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

PATH PROGRAM-SMHS
Kings View
Fiscal Year (FY) 2023-24 Budget Narrative

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS		112,227	
Administrative Positions		29,318	
1101	Executive Director	1,874	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1102	Regional Director	7,528	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1103	Admin Specialist	16,076	Provides administrative support for the program and assist with medical billing and records.
1104	Accountant	2,453	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1105	Quality Improvement Data Analyst	1,387	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
Program Positions		62,672	
1116	Program Manager	14,898	Provides supervision of all staff and direct oversight of program management.
1117	Case Managers	47,774	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.
1118	0	-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
Direct Employee Benefits		12,648	
1201	Retirement	1,739	Cost of 401K
1202	Worker's Compensation	2,290	Workers Comp Insurance
1203	Health Insurance	8,619	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:		7,589	
1301	OASDI	-	
1302	FICA/MEDICARE	7,037	Cost of FICA/Medicare
1303	SUI	552	Cost of SUI
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	
2000: DIRECT CLIENT SUPPORT		35,250	
2001	Child Care	-	
2002	Client Housing Support	31,135	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.
2003	Client Transportation & Support	-	
2004	Clothing, Food, & Hygiene	2,115	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2005	Education Support	-	
2006	Employment Support	-	
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	2,000	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		9,086	
3001	Telecommunications	1,750	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	250	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	1,271	Includes all supplies and minor equipment used by staff in the course of providing services.
3004	Advertising	-	
3005	Staff Development & Training	1,355	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.
3006	Staff Mileage	150	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	1,520	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.
3009	Other (Staff Recruitment)	300	Thorough background check and drug testing.
3010	Other (Insurance)	2,440	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		5,355	
4001	Building Maintenance	1,324	Shared copier maintenance, minor building repairs and maintenance to facility.
4002	Rent/Lease Building	2,266	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	240	Shared copier lease.
4004	Rent/Lease Vehicles	830	The cost of 1 shared lease vehicles to assist with program needs.
4005	Security	-	
4006	Utilities	695	Shared cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		40,076	
5001	Consultant (Network & Data Management)	4,980	Kings View Information Technology Department (KVI) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (Psychiatrist Fees)	35,096	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.
5004	Translation Services	-	
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		24,095	
6001	Administrative Overhead	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Specify):	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	18,071	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	6,024	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		2,200	
7001	Computer Equipment & Software	2,100	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES		
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)		
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
8001	Mental Health Services	
8002	Case Management	Based on annualizing current reports
8003	Crisis Services	Based on annualizing current reports
8004	Medication Support	Based on annualizing current reports
8005	Collateral	
8006	Plan Development	Based on annualizing current reports
8007	Assessment	Based on annualizing current reports
8008	Rehabilitation	Based on annualizing current reports
8009	Other (Specify)	
8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	228,289
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	228,289
BUDGET CHECK:	-

PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2024-25

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 1,949		\$ 1,949
1102	Regional Director	0.06	7,829		7,829
1103	Admin Specialist	0.30	16,719		16,719
1104	Accountant	0.04	2,551		2,551
1105	Quality Improvement Data Analyst	0.02	1,442		1,442
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.43	\$ 30,490		\$ 30,490
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.12		\$ 15,494	\$ 15,494
1117	Case Managers	1.20		56,244	56,244
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		1.32		\$ 71,738	\$ 71,738
			Admin	Program	Total
Direct Personnel Salaries Subtotal		1.75	\$ 30,490	\$ 71,738	\$ 102,228
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 576	\$ 1,356	\$ 1,932
1202	Worker's Compensation		759	1,786	2,545
1203	Health Insurance		2,857	6,722	9,579
1204	Other (specify)		-	-	-

1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 4,192	\$ 9,864	\$ 14,056
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,333	5,488	7,821
1303	SUI	183	430	613
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 2,516	\$ 5,918	\$ 8,434
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 37,198	\$ 87,520	\$ 124,718

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	30%	70%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	20,070
2003	Client Transportation & Support	-
2004	Clothing, Food, & Hygiene	1,747
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 23,817

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 1,750
3002	Printing/Postage	200
3003	Office Supplies & Equipment	873
3004	Advertising	-
3005	Staff Development & Training	895
3006	Staff Mileage	150
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	1,520
3009	Other (Staff Recruitment)	300
3010	Other (Insurance)	2,440
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 8,178

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 1,174
4002	Rent/Lease Building	2,266
4003	Rent/Lease Equipment	240
4004	Rent/Lease Vehicles	830
4005	Security	
4006	Utilities	695
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 5,205

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,980
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (Psychiatrist Fees)	35,096
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 40,076

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	
6008	Personnel (Indirect Salaries & Benefits)	18,071
6009	Other (Operating)	6,024
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 24,095

INDIRECT COST RATE	11.80%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,100
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-

7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 2,200

TOTAL PROGRAM EXPENSES	\$ 228,289
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	164	3.75	615
8003	Crisis Services	61	6.75	412
8004	Medication Support	2,981	8.25	24,593
8005	Collateral			-
8006	Plan Development	2,000	4.50	9,000
8007	Assessment	2,965	4.50	13,343
8008	Rehabilitation	39,829	5.00	199,145
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		48,000		\$ 247,108
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				185,331
Federal Financial Participation (FFP) %				85%
MEDI-CAL FFP TOTAL				\$ 157,531

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ (0)
REALIGNMENT TOTAL		\$ (0)

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-
8404	Other (Client Rents)	1,002
8405	Other (Specify)	-

	OTHER REVENUE TOTAL	\$ 1,002
TOTAL PROGRAM FUNDING SOURCES:	\$ 228,289	
NET PROGRAM COST:	\$ -	

**PATH PROGRAM-SMHS
Kings View
Fiscal Year (FY) 2024-25**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
	Total	

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	1.20
	PATH OEL/Fresno	0.80

Total 2.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2024-25 Budget Narrative

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS		124,718	
Administrative Positions		30,490	
1101	Executive Director	1,949	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1102	Regional Director	7,829	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1103	Admin Specialist	16,719	Provides administrative support for the program and assist with medical billing and records.
1104	Accountant	2,551	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1105	Quality Improvement Data Analyst	1,442	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
Program Positions		71,738	
1116	Program Manager	15,494	Provides supervision of all staff and direct oversight of program management.
1117	Case Managers	56,244	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.
1118	0	-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
Direct Employee Benefits		14,056	
1201	Retirement	1,932	Cost of 401K
1202	Worker's Compensation	2,545	Workers Comp Insurance
1203	Health Insurance	9,579	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:		8,434	
1301	OASDI	-	
1302	FICA/MEDICARE	7,821	Cost of FICA/Medicare
1303	SUI	613	Cost of SUI
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	
2000: DIRECT CLIENT SUPPORT		23,817	
2001	Child Care	-	
2002	Client Housing Support	20,070	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.
2003	Client Transportation & Support	-	
2004	Clothing, Food, & Hygiene	1,747	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
2005	Education Support	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2006	Employment Support	-	
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	2,000	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		8,178	
3001	Telecommunications	1,750	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	200	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	873	Includes all supplies and minor equipment used by staff in the course of providing services.
3004	Advertising	-	
3005	Staff Development & Training	895	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.
3006	Staff Mileage	150	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	1,520	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.
3009	Other (Staff Recruitment)	300	Thorough background check and drug testing.
3010	Other (Insurance)	2,440	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		5,205	
4001	Building Maintenance	1,174	Shared copier maintenance, minor building repairs and maintenance to facility.
4002	Rent/Lease Building	2,266	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	240	Shared copier lease.
4004	Rent/Lease Vehicles	830	The cost of 1 shared lease vehicles to assist with program needs.
4005	Security	-	
4006	Utilities	695	Shared cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		40,076	
5001	Consultant (Network & Data Management)	4,980	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (Psychiatrist Fees)	35,096	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.
5004	Translation Services	-	
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		24,095	
6001	Administrative Overhead	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Specify):	-	
6006	Payroll Services	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	18,071	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	6,024	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		2,200	
7001	Computer Equipment & Software	2,100	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management	Based on annualizing current reports	
8003	Crisis Services	Based on annualizing current reports	
8004	Medication Support	Based on annualizing current reports	
8005	Collateral		
8006	Plan Development	Based on annualizing current reports	
8007	Assessment	Based on annualizing current reports	
8008	Rehabilitation	Based on annualizing current reports	
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	228,289
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	228,289
BUDGET CHECK:	-

PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2025-26

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 2,008		\$ 2,008
1102	Regional Director	0.06	8,064		8,064
1103	Admin Specialist	0.30	17,218		17,218
1104	Accountant	0.04	2,627		2,627
1105	Quality Improvement Data Analyst	0.02	1,486		1,486
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.43	\$ 31,403		\$ 31,403
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.12		\$ 15,959	\$ 15,959
1117	Case Managers	1.06		57,934	57,934
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		1.18		\$ 73,893	\$ 73,893
			Admin	Program	Total
Direct Personnel Salaries Subtotal		1.61	\$ 31,403	\$ 73,893	\$ 105,296
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 594	\$ 1,396	\$ 1,990
1202	Worker's Compensation		782	1,840	2,622
1203	Health Insurance		2,942	6,924	9,866
1204	Other (specify)		-	-	-

1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 4,318	\$ 10,160	\$ 14,478
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,402	5,653	8,055
1303	SUI	189	443	632
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 2,591	\$ 6,096	\$ 8,687
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 38,312	\$ 90,149	\$ 128,461

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	30%	70%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	17,225
2003	Client Transportation & Support	-
2004	Clothing, Food, & Hygiene	1,746
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 20,971

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 1,750
3002	Printing/Postage	200
3003	Office Supplies & Equipment	873
3004	Advertising	-
3005	Staff Development & Training	895
3006	Staff Mileage	150
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	1,520
3009	Other (Staff Recruitment)	300
3010	Other (Insurance)	2,440
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 8,178

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 1,174
4002	Rent/Lease Building	2,266
4003	Rent/Lease Equipment	240
4004	Rent/Lease Vehicles	830
4005	Security	
4006	Utilities	695
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 5,205

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,980
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (Psychiatrist Fees)	36,149
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 41,129

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	18,071
6009	Other (Operating)	6,024
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 24,095

INDIRECT COST RATE	11.80%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 150
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-

7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 250

TOTAL PROGRAM EXPENSES	\$ 228,289
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	164	3.75	615
8003	Crisis Services	61	6.75	412
8004	Medication Support	2,981	8.25	24,593
8005	Collateral			-
8006	Plan Development	2,000	4.50	9,000
8007	Assessment	2,965	4.50	13,343
8008	Rehabilitation	39,829	5.00	199,145
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		48,000		\$ 247,108
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				185,331
Federal Financial Participation (FFP) %				85%
MEDI-CAL FFP TOTAL				\$ 157,531

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ (0)
REALIGNMENT TOTAL		\$ (0)

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-
8404	Other (Client Rents)	1,002
8405	Other (Specify)	-

	OTHER REVENUE TOTAL	\$ 1,002
TOTAL PROGRAM FUNDING SOURCES:	\$ 228,289	
NET PROGRAM COST:	\$ -	

**PATH PROGRAM-SMHS
Kings View
Fiscal Year (FY) 2025-26**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
	Total	

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	1.20
	PATH OEL/Fresno	0.80

Total 2.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

PATH PROGRAM- SMHS
Kings View
Fiscal Year (FY) 2025-26 Budget Narrative

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
1000: DIRECT SALARIES & BENEFITS		128,461		
Administrative Positions		31,403		
1101	Executive Director	2,008	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.	
1102	Regional Director	8,064	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.	
1103	Admin Specialist	17,218	Provides administrative support for the program and assist with medical billing and records.	
1104	Accountant	2,627	Prepares and provides budget guidance, monthly invoicing and other fiscal services.	
1105	Quality Improvement Data Analyst	1,486	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.	
1106	0	-		
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
Program Positions		73,893		
1116	Program Manager	15,959	Provides supervision of all staff and direct oversight of program management.	
1117	Case Managers	57,934	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.	
1118	0	-		
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
Direct Employee Benefits		14,478		
1201	Retirement	1,990	Cost of 401K	
1202	Worker's Compensation	2,622	Workers Comp Insurance	
1203	Health Insurance	9,866	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
Direct Payroll Taxes & Expenses:		8,687		
1301	OASDI	-		
1302	FICA/MEDICARE	8,055	Cost of FICA/Medicare	
1303	SUI	632	Cost of SUI	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
2000: DIRECT CLIENT SUPPORT		20,971		
2001	Child Care	-		
2002	Client Housing Support	17,225	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.	
2003	Client Transportation & Support	-		
2004	Clothing, Food, & Hygiene	1,746	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.	
2005	Education Support	-		

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
2006	Employment Support	-		
2007	Household Items for Clients	-		
2008	Medication Supports	-		
2009	Program Supplies - Medical	-		
2010	Utility Vouchers	-		
2011	Other (Program Supplies)	2,000	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies.	
2012	Other (specify)	-		
2013	Other (specify)	-		
2014	Other (specify)	-		
2015	Other (specify)	-		
2016	Other (specify)	-		

3000: DIRECT OPERATING EXPENSES		8,178		
3001	Telecommunications	1,750	Cost of landline telephone services, cell phones service, data connectivity.	
3002	Printing/Postage	200	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.	
3003	Office Supplies & Equipment	873	Includes all supplies and minor equipment used by staff in the course of providing services.	
3004	Advertising	-		
3005	Staff Development & Training	895	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.	
3006	Staff Mileage	150	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.	
3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.	
3008	Vehicle Maintenance	1,520	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.	
3009	Other (Staff Recruitment)	300	Thorough background check and drug testing.	
3010	Other (Insurance)	2,440	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.	
3011	Other (specify)	-		
3012	Other (specify)	-		

4000: DIRECT FACILITIES & EQUIPMENT		5,205		
4001	Building Maintenance	1,174	Shared copier maintenance, minor building repairs and maintenance to facility.	
4002	Rent/Lease Building	2,266	Share cost of building space, anticipating moving locations.	
4003	Rent/Lease Equipment	240	Shared copier lease.	
4004	Rent/Lease Vehicles	830	The cost of 1 shared lease vehicles to assist with program needs.	
4005	Security	-		
4006	Utilities	695	Shared cost of gas and electric.	
4007	Other (specify)	-		
4008	Other (specify)	-		
4009	Other (specify)	-		
4010	Other (specify)	-		

5000: DIRECT SPECIAL EXPENSES		41,129		
5001	Consultant (Network & Data Management)	4,980	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.	
5002	HMIS (Health Management Information System)	-		
5003	Contractual/Consulting Services (Psychiatrist Fees)	36,149	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.	
5004	Translation Services	-		
5005	Other (specify)	-		
5006	Other (specify)	-		
5007	Other (specify)	-		
5008	Other (specify)	-		

6000: INDIRECT EXPENSES		24,095		
6001	Administrative Overhead	-		
6002	Professional Liability Insurance	-		
6003	Accounting/Bookkeeping	-		
6004	External Audit	-		
6005	Insurance (Specify):	-		
6006	Payroll Services	-		
6007	Depreciation (Provider-Owned Equipment to be Used)	-		

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6008	Personnel (Indirect Salaries & Benefits)	18,071	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	6,024	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		250	
7001	Computer Equipment & Software	150	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management	Based on annualizing current reports	
8003	Crisis Services	Based on annualizing current reports	
8004	Medication Support	Based on annualizing current reports	
8005	Collateral		
8006	Plan Development	Based on annualizing current reports	
8007	Assessment	Based on annualizing current reports	
8008	Rehabilitation	Based on annualizing current reports	
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	228,289
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	228,289
BUDGET CHECK:	-

Mobile Outreach Project
Kings View
Fiscal Year (FY) 2021-22

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Regional Director	0.03	\$ 3,890		\$ 3,890
1102	Executive Director	0.01	1,580		1,580
1103	Executive Director Assistant	0.01	504		504
1104	Accountant	0.03	1,952		1,952
1105	Quality Improvement Data Analyst	0.06	3,660		3,660
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.14	\$ 11,586		\$ 11,586
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.03		2,686	\$ 2,686
1117	Outreach Workers	2.50		93,600	93,600
1118					-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		2.53		\$ 96,286	\$ 96,286
			Admin	Program	Total
Direct Personnel Salaries Subtotal		2.67	\$ 11,586	\$ 96,286	\$ 107,872
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 110	\$ 913	\$ 1,023
1202	Worker's Compensation		165	1,369	1,534

1203	Health Insurance	1,254	10,426	11,680
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 1,529	\$ 12,708	\$ 14,237

Direct Payroll Taxes & Expenses:

Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	840	6,983	7,823
1303	SUI	99	821	920
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 939	\$ 7,804	\$ 8,743
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 14,054	\$ 116,798	\$ 130,852

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	11%	89%

2000: DIRECT CLIENT SUPPORT

Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	19,550
2003	Client Transportation & Support	740
2004	Clothing, Food, & Hygiene	10,098
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (specify)	-
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 30,388

3000: DIRECT OPERATING EXPENSES

Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 2,340
3002	Printing/Postage	150
3003	Office Supplies & Equipment	1,676
3004	Advertising	-
3005	Staff Development & Training	1,100
3006	Staff Mileage	300
3007	Subscriptions & Memberships	-
3008	Vehicle Maintenance	8,350
3009	Other (specify)	900

3010	Other (specify)	-
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 14,816

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 4,120
4002	Rent/Lease Building	10,600
4003	Rent/Lease Equipment	800
4004	Rent/Lease Vehicles	
4005	Security	
4006	Utilities	1,920
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 17,440

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 8,993
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	
5004	Translation Services	
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 8,993

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ 25,061
	Administrative Overhead	
6002	Professional Liability Insurance	2,000
6003	Accounting/Bookkeeping	
6004	External Audit	
6005	Insurance (Other):	3,950
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (specify)	-
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 31,011

INDIRECT COST RATE	15.28%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 400
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	-
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 400

TOTAL PROGRAM EXPENSES	\$ 233,900
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ -

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	
8404	Other (CARES Act)	140,000
8405	Other (CDBG-CV)	93,900
OTHER REVENUE TOTAL		\$ 233,900

TOTAL PROGRAM FUNDING SOURCES:	\$ 233,900
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NET PROGRAM COST:	\$ -
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**Mobile Outreach Project
Kings View
Fiscal Year (FY) 2021-22**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.10
	Rural Triage West/Fresno	0.10
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.22
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.09
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.26
	Madera	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Executive Assistant	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.10
	Rural Triage West/Fresno	0.10
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.22
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.09
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.26
	Madera	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
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Regional Director	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.10
	Rural Triage East/Fresno	0.22
	Rural Triage West/Fresno	0.22
	Metro CIT/Fresno	0.19
	Map Point/Fresno	0.02
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.15
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.67
	PATH MOP/Fresno	0.03
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04

	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

**Mobile Outreach Project
Kings View
Fiscal Year (FY) 2021-22 Budget Narrative**

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS		130,852	
Administrative Positions		11,586	
1101	Regional Director	3,890	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1102	Executive Director	1,580	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1103	Executive Director Assistant	504	This position will assist Executive Director with staff oversight and representing and maintaining the collaborative relationship between agencies.
1104	Accountant	1,952	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1105	Quality Improvement Data Analyst	3,660	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
Program Positions		96,286	
1116	Program Manager	2,686	Provides supervision of all staff and direct oversight of program management.
1117	Outreach Workers	93,600	Provides outreach and engagement services, provide linkage to needed services. It would be 3FTE the first 6 months and 2FTE the second half of the year.
1118		-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
Direct Employee Benefits		14,237	
1201	Retirement	1,023	Cost of 401K
1202	Worker's Compensation	1,534	Workers Comp Insurance
1203	Health Insurance	11,680	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:		8,743	
1301	OASDI	-	
1302	FICA/MEDICARE	7,823	Cost of FICA/Medicare
1303	SUI	920	Cost of SUI
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	
2000: DIRECT CLIENT SUPPORT		30,388	
2001	Child Care	-	
2002	Client Housing Support	19,550	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.
2003	Client Transportation & Support	740	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.
2004	Clothing, Food, & Hygiene	10,098	Outreach expenses that support clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
2005	Education Support	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2006	Employment Support	-	
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (specify)	-	
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		14,816	
3001	Telecommunications	2,340	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	150	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	1,676	Includes desk supplies & minor equipment used by staff while providing services.
3004	Advertising	-	
3005	Staff Development & Training	1,100	Minor shared cost for continuation of staff development and training.
3006	Staff Mileage	300	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	-	
3008	Vehicle Maintenance	8,350	Minor auto repairs & maintenance required to maintain 1 van for client transportation and program needs, such as oil changes and car washes. Cost of GPS, vehicle tracking service, and auto fuel.
3009	Other (specify)	900	Thorough background checks and drug testing.
3010	Other (specify)	-	
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		17,440	
4001	Building Maintenance	4,120	Estimate shared cost on copier maintenance, minor building repairs & maintenance such as janitorial services and security alarm services.
4002	Rent/Lease Building	10,600	Shared cost of building lease.
4003	Rent/Lease Equipment	800	Estimate cost for shared copier lease.
4004	Rent/Lease Vehicles	-	
4005	Security	-	
4006	Utilities	1,920	Estimate shared cost for gas & electric, water & sewer.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		8,993	
5001	Consultant (Network & Data Management)	8,993	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	-	
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		31,011	
6001	Administrative Overhead	25,061	Expenses provides corporate management, fiscal services, payroll, human resources,
6002	Professional Liability Insurance	2,000	Cost general and professional liability insurance.
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Other):	3,950	Cost of personal property, accidental, and auto insurance.
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	-	
6009	Other (specify)	-	
6010	Other (specify)	-	
6011	Other (specify)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		400	
7001	Computer Equipment & Software	400	Computer software needs to support staff & anticipating minor shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	-	
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	233,900
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	233,900
BUDGET CHECK:	-

**Street Outreach Team and Rural Support
Kings View
Fiscal Year (FY) 2022-23**

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.03	\$ 4,506		\$ 4,506
1102	Regional Director	0.06	7,238		7,238
1103	Accountant	0.06	3,292		3,292
1104	Quality Improvement Data Analyst	0.05	3,366		3,366
1105					-
1106					-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.20	\$ 18,402		\$ 18,402
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.28		31,224	\$ 31,224
1117	Outreach Worker	6.00		241,020	241,020
1118					-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		6.28		\$ 272,244	\$ 272,244
			Admin	Program	Total
Direct Personnel Salaries Subtotal		6.48	\$ 18,402	\$ 272,244	\$ 290,646
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 84	\$ 1,240	\$ 1,324
1202	Worker's Compensation		239	3,526	3,765
1203	Health Insurance		2,556	37,814	40,370
1204	Other (specify)		-	-	-

1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 2,879	\$ 42,580	\$ 45,459
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,408	20,826	22,234
1303	SUI	130	1,927	2,057
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 1,538	\$ 22,753	\$ 24,291
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 22,819	\$ 337,577	\$ 360,396

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	6%	94%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	16,600
2003	Client Transportation & Support	800
2004	Clothing, Food, & Hygiene	12,000
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	
2008	Medication Supports	
2009	Program Supplies - Medical	
2010	Utility Vouchers	
2011	Other (specify)	
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 29,400

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	6,200
3002	Printing/Postage	450
3003	Office Supplies & Equipment	1,300
3004	Advertising	-
3005	Staff Development & Training	1,000
3006	Staff Mileage	150
3007	Subscriptions & Memberships	-
3008	Vehicle Maintenance	8,385
3009	Other (Staff Recruitment)	700
3010	Other (Insurance)	7,788
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 25,973

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 3,885
4002	Rent/Lease Building	10,920
4003	Rent/Lease Equipment	1,005
4004	Rent/Lease Vehicles	-
4005	Security	-
4006	Utilities	2,500
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 18,310

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 8,778
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	
5004	Translation Services	
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 8,778

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	
	Administrative Overhead	
6002	Professional Liability Insurance	
6003	Accounting/Bookkeeping	
6004	External Audit	
6005	Insurance (Liability):	
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	38,611
6009	Other (Operating)	12,870
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 51,481

INDIRECT COST RATE	11.50%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 4,803
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	
7003	Furniture & Fixtures	
7004	Leasehold/Tenant/Building Improvements	-

7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 4,803

TOTAL PROGRAM EXPENSES	\$ 499,141
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ -

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (American Rescue Plan)	499,141
8404	Other (Specify)	-
8405	Other (Specify)	-

	OTHER REVENUE TOTAL	\$ 499,141
TOTAL PROGRAM FUNDING SOURCES:		\$ 499,141
NET PROGRAM COST:		\$ -

**Street Outreach Team & Rural Support
Kings View
Fiscal Year (FY) 2022-23**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
	Total	

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10

	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
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**Street Outreach Team and Rural Support
Kings View
Fiscal Year (FY) 2022-23 Budget Narrative**

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS		360,396	
Administrative Positions		18,402	
1101	Executive Director	4,506	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1102	Regional Director	7,238	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1103	Accountant	3,292	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1104	Quality Improvement Data Analyst	3,366	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1105	0	-	
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
Program Positions		272,244	
1116	Program Manager	31,224	Provides supervision of all staff and direct oversight of program management.
1117	Outreach Worker	241,020	Provides outreach and engagement services, provides linkage to needed services.
1118	0	-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
Direct Employee Benefits		45,459	
1201	Retirement	1,324	Cost of 401K
1202	Worker's Compensation	3,765	Workers Comp Insurance
1203	Health Insurance	40,370	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:		24,291	
1301	OASDI	-	
1302	FICA/MEDICARE	22,234	Cost of FICA/Medicare
1303	SUI	2,057	Cost of SUI
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	
2000: DIRECT CLIENT SUPPORT		29,400	
2001	Child Care	-	
2002	Client Housing Support	16,600	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.
2003	Client Transportation & Support	800	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.
2004	Clothing, Food, & Hygiene	12,000	Outreach expenses that support clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
2005	Education Support	-	
2006	Employment Support	-	
2007	Household Items for Clients	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (specify)	-	
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		25,973	
3001	Telecommunications	6,200	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	450	Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	1,300	Includes desk supplies & minor equipment used by staff in the course of providing services.
3004	Advertising	-	
3005	Staff Development & Training	1,000	Minor shared cost for continuation of staff development and training.
3006	Staff Mileage	150	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	-	
3008	Vehicle Maintenance	8,385	Minor auto repairs & maintenance required to maintain 2 vans for client transportation and program needs, such as oil changes and car washes. Cost of GPS, vehicle tracking service, and auto fuel.
3009	Other (Staff Recruitment)	700	Thorough background check and drug testing.
3010	Other (Insurance)	7,788	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		18,310	
4001	Building Maintenance	3,885	Estimate shared cost on copier maintenance, minor building repairs & maintenance such as janitorial services and security alarm services.
4002	Rent/Lease Building	10,920	Shared cost of building lease.
4003	Rent/Lease Equipment	1,005	Estimate cost for shared copier lease.
4004	Rent/Lease Vehicles	-	
4005	Security	-	
4006	Utilities	2,500	Estimate shared cost for gas & electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		8,778	
5001	Consultant (Network & Data Management)	8,778	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	-	
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		51,481	
6001	Administrative Overhead	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Liability):	-	
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	38,611	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	12,870	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (specify)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		4,803	
7001	Computer Equipment & Software	4,803	Purchase of 3 new computers for expansion of program staff and software needs to support staff.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	-	
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	499,141
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	499,141
BUDGET CHECK:	-

**Street Outreach Team and Rural Support
Kings View
Fiscal Year (FY) 2023-24**

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.03	\$ 4,731		\$ 4,731
1102	Regional Director	0.06	7,600		7,600
1103	Accountant	0.06	3,457		3,457
1104	Quality Improvement Data Analyst	0.05	3,534		3,534
1105					-
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.20	\$ 19,322		\$ 19,322
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.28		\$ 32,789	\$ 32,789
1117	Outreach Worker	6.00		253,082	253,082
1118					-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		6.28		\$ 285,871	\$ 285,871
			Admin	Program	Total
Direct Personnel Salaries Subtotal		6.48	\$ 19,322	\$ 285,871	\$ 305,193
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 88	\$ 1,302	\$ 1,390
1202	Worker's Compensation		250	3,703	3,953
1203	Health Insurance		2,714	40,422	43,136
1204	Other (specify)		-	-	-

1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
Direct Employee Benefits Subtotal:		\$ 3,052	\$ 45,427	\$ 48,479
Direct Payroll Taxes & Expenses:				
Acct #	Description	Admin	Program	Total
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,478	21,869	23,347
1303	SUI	137	2,023	2,160
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 1,615	\$ 23,892	\$ 25,507
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 23,989	\$ 355,190	\$ 379,179

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	6%	94%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	
2002	Client Housing Support	16,165
2003	Client Transportation & Support	800
2004	Clothing, Food, & Hygiene	12,000
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	
2008	Medication Supports	
2009	Program Supplies - Medical	
2010	Utility Vouchers	
2011	Other (Program Supplies)	
2012	Other (specify)	
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 28,965

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 6,510
3002	Printing/Postage	473
3003	Office Supplies & Equipment	1,370
3004	Advertising	-
3005	Staff Development & Training	1,050
3006	Staff Mileage	158
3007	Subscriptions & Memberships	-
3008	Vehicle Maintenance	10,258
3009	Other (Staff Recruitment)	735
3010	Other (Insurance)	8,178
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 28,732

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 4,080
4002	Rent/Lease Building	11,466
4003	Rent/Lease Equipment	1,056
4004	Rent/Lease Vehicles	-
4005	Security	-
4006	Utilities	2,625
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 19,227

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 9,165
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	
5004	Translation Services	
5005	Other (specify)	
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 9,165

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	40,668
6009	Other (Operating)	13,556
6010	Other (specify)	
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 54,224

INDIRECT COST RATE	11.60%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,181
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	
7003	Furniture & Fixtures	
7004	Leasehold/Tenant/Building Improvements	-

7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 2,181

TOTAL PROGRAM EXPENSES	\$ 521,673
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PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ -
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ -

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (American Rescue Plan)	521,673
8404	Other (Specify)	-
8405	Other (Specify)	-

	OTHER REVENUE TOTAL	\$ 521,673
TOTAL PROGRAM FUNDING SOURCES:		\$ 521,673
	NET PROGRAM COST:	\$ -

**Street Outreach Team & Rural Support
Kings View
Fiscal Year (FY) 2023-24**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.17
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Kings	0.23
	Administrative Department	0.02
	Total	

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.06
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.11
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.05
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.22
	Madera	0.11
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.07
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10

	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.38
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.05
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.01
Total		<u>1.00</u>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.12
	PATH OEL/Fresno	0.60
	PATH MOP/Fresno	0.28
		0.01
Total		<u>1.01</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
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**Street Outreach Team and Rural Support
Kings View
Fiscal Year (FY) 2023-24 Budget Narrative**

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
Direct Employee Salaries		379,179	
Administrative Positions		19,322	
1101	Executive Director	4,731	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1102	Regional Director	7,600	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1103	Admin Specialist	3,457	Provides administrative support for the program.
1104	Accountant	3,534	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1105	Quality Improvement Data Analyst	-	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1106		-	
1107		-	
1108		-	
1109		-	
1110		-	
1111		-	
1112		-	
1113		-	
1114		-	
1115		-	
Program Positions		285,871	
1116	Program Manager	32,789	Provides supervision of all staff and direct oversight of program management.
1117	Outreach Worker	253,082	Provides outreach and engagement services, provides linkage to needed services.
1118	0	-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
Direct Employee Benefits		48,479	
1201	Retirement	1,390	Cost of 401K
1202	Worker's Compensation	3,953	Workers Comp Insurance
1203	Health Insurance	43,136	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:		25,507	
1301	OASDI	-	
1302	FICA/MEDICARE	23,347	Cost of FICA/Medicare
1303	SUI	2,160	Cost of SUI
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	#REF!	
=Budget FY3'1B77		28,965	
2001	Child Care	-	
2002	Client Housing Support	16,165	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.
2003	Client Transportation & Support	800	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.
2004	Clothing, Food, & Hygiene	12,000	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
2005	Education Support	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2006	Employment Support	-	
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	-	
2012	Other (Specify)	-	
2013	Other (Specify)	-	
2014	Other (Specify)	-	
2015	Other (Specify)	-	
2016	Other (Specify)	-	

3000: DIRECT OPERATING EXPENSES		28,732	
3001	Telecommunications	6,510	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	473	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
3003	Office Supplies & Equipment	1,370	Includes desk supplies & minor equipment used by staff in the course of providing services.
3004	Advertising	-	
3005	Staff Development & Training	1,050	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.
3006	Staff Mileage	158	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	-	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	10,258	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 shared leased vehicle, and 2 county owned vans for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees.
3009	Other (Staff Recruitment)	735	Thorough background check and drug testing.
3010	Other (Insurance)	8,178	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
3011	Other (Specify)	-	
3012	Other (Specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		19,227	
4001	Building Maintenance	4,080	Shared copier maintenance and minor building repairs and maintenance. Annual Janitorial Services to maintain client showers clean.
4002	Rent/Lease Building	11,466	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	1,056	Shared copier lease.
4004	Rent/Lease Vehicles	-	The cost of 1 shared lease vehicles to assist with program and client needs and cost of 1 lease truck to haul client showers.
4005	Security	-	
4006	Utilities	2,625	Shared cost of gas and electric.
4007	Other (Specify)	-	
4008	Other (Specify)	-	
4009	Other (Specify)	-	
4010	Other (Specify)	-	

5000: DIRECT SPECIAL EXPENSES		9,165	
5001	Consultant (Network & Data Management)	9,165	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	-	
5005	Other (Specify)	-	
5006	Other (Specify)	-	
5007	Other (Specify)	-	
5008	Other (Specify)	-	

6000: INDIRECT EXPENSES		54,224	
6001	Use this line and only this line for approved indirect	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6005	Insurance (Specify)	-	
6006	Payroll Services	-	
6007	Depreciation	-	
6008	Personnel (Indirect Salaries & Benefits)	40,668	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6009	Other (Operating)	13,556	Expense provides corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions.
6010	Other (Specify)	-	
6011	Other (Specify)	-	
6012	Other (Specify)	-	
6013	Other (Specify)	-	

7000: DIRECT FIXED ASSETS		2,181	
7001	Computer Equipment & Software	2,181	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	-	
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (Specify)	-	
7008	Other (Specify)	-	

PROGRAM FUNDING SOURCES			
#REF!	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	
	8002	Case Management	
	8003	Crisis Services	
	8004	Medication Support	
	8005	Collateral	
	8006	Plan Development	
	8007	Assessment	
	8008	Rehabilitation	
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 521,673
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 521,673
BUDGET CHECK: -

FRESNO COUNTY MENTAL HEALTH COMPLIANCE PROGRAM
CONTRACTOR CODE OF CONDUCT AND ETHICS

Fresno County is firmly committed to full compliance with all applicable laws, regulations, rules and guidelines that apply to the provision and payment of mental health services. Mental health contractors and the manner in which they conduct themselves are a vital part of this commitment.

Fresno County has established this Contractor Code of Conduct and Ethics with which contractor and its employees and subcontractors shall comply. CONTRACTOR(S) shall require its employees and subcontractors to attend a compliance training that will be provided by Fresno County. After completion of this training, CONTRACTOR(S), CONTRACTOR(S)' employees and subcontractors must sign the Contractor Acknowledgment and Agreement form and return this form to the Compliance Officer or designee.

Contractor and its employees and subcontractor shall:

1. Comply with all applicable laws, regulations, rules or guidelines when providing and billing for mental health services.
2. Conduct themselves honestly, fairly, courteously and with a high degree of integrity in their professional dealing related to their contract with the COUNTY and avoid any conduct that could reasonably be expected to reflect adversely upon the integrity of the COUNTY.
3. Treat COUNTY employees, consumers, and other mental health contractors fairly and with respect.
4. NOT engage in any activity in violation of the COUNTY's Compliance Program, nor engage in any other conduct which violates any applicable law, regulation, rule or guideline
5. Take precautions to ensure that claims are prepared and submitted accurately, timely and are consistent with all applicable laws, regulations, rules or guidelines.
6. Ensure that no false, fraudulent, inaccurate or fictitious claims for payment or reimbursement of any kind are submitted.

7. Bill only for eligible services actually rendered and fully documented. Use billing codes that accurately describe the services provided.
8. Act promptly to investigate and correct problems if errors in claims or billing are discovered.
9. Promptly report to the Compliance Officer any suspected violation(s) of this Code of Conduct and Ethics by COUNTY employees or other mental health contractors, or report any activity that they believe may violate the standards of the Compliance Program, or any other applicable law, regulation, rule or guideline. Fresno County prohibits retaliation against any person making a report. Any person engaging in any form of retaliation will be subject to disciplinary or other appropriate action by the COUNTY. CONTRACTOR(S) may report anonymously.
10. Consult with the Compliance Officer if you have any questions or are uncertain of any Compliance Program standard or any other applicable law, regulation, rule or guideline.
11. Immediately notify the Compliance Officer if they become or may become an Ineligible person and therefore excluded from participation in the Federal Health Care Programs.

Fresno County Mental Health Compliance Program
Contractor Acknowledgment and Agreement

I hereby acknowledge that I have received, read and understand the Contractor Code of Conduct and Ethics. I hereby acknowledge that I have received training and information on the Fresno County Mental Health Compliance Program and understand the contents thereof. I further agree to abide by the Contractor Code of Conduct and Ethics, and all Compliance Program requirements as they apply to my responsibilities as a mental health contractor for Fresno County.

I understand and accept my responsibilities under this Agreement. I further understand that any violation of the Contractor Code of Conduct and Ethics or the Compliance Program is a violation of County policy and may also be a violation of applicable laws, regulations, rules or guidelines. I further understand that violation of the Contractor Code of Conduct and Ethics or the Compliance Program may result in termination of my agreement with Fresno County. I further understand that Fresno County will report me to the appropriate Federal or State agency.

For Individual Providers

Name (print): _____

Discipline: Psychiatrist Psychologist LCSW LMFT

Signature: _____ Date: ___/___/___

For Group or Organizational Providers

Group/Org. Name (print): Kings View

Employee Name (print): Amanda Nugent Divine, PhD. CEO

Discipline: Psychiatrist Psychologist LCSW LMFT

Other: _____

Job Title (if different from Discipline): Chief Executive Officer

Signature: *Amanda Nugent Divine* Date: 04/26/2022
A04F017F73914D5...

DOCUMENTATION STANDARDS FOR CLIENT RECORDS

The documentation standards are described below under key topics related to client care. All standards must be addressed in the client record; however, there is no requirement that the record have a specific document or section addressing these topics. All medical records shall be maintained for a minimum of 10 years from the date of the end of the Agreement.

A. Assessments

1. The following areas will be included as appropriate as a part of a comprehensive client record.
 - Relevant physical health conditions reported by the client will be prominently identified and updated as appropriate.
 - Presenting problems and relevant conditions affecting the client's physical health and mental health status will be documented, for example: living situation, daily activities, and social support.
 - Documentation will describe client's strengths in achieving client plan goals.
 - Special status situations that present a risk to clients or others will be prominently documented and updated as appropriate.
 - Documentations will include medications that have been described by mental health plan physicians, dosage of each medication, dates of initial prescriptions and refills, and documentations of informed consent for medications.
 - Client self report of allergies and adverse reactions to medications, or lack of known allergies/sensitivities will be clearly documented.
 - A mental health history will be documented, including: previous treatment dates, providers, therapeutic interventions and responses, sources of clinical data, relevant family information and relevant results of relevant lab tests and consultations reports.
 - For children and adolescents, pre-natal and perinatal events and complete developmental history will be documented.
 - Documentations will include past and present use of tobacco, alcohol, and caffeine, as well as illicit, prescribed and over-the-counter drugs.
 - A relevant mental status examination will be documented.
 - A DSM-5 diagnosis, or a diagnosis from the most current ICD, will be documented, consistent with the presenting problems, history mental status evaluation and/or other assessment data.

2. Timeliness/Frequency Standard for Assessment

- An assessment will be completed at intake and updated as needed to document changes in the client's condition.
- Client conditions will be assessed at least annually and, in most cases, at more frequent intervals.

B. Client Plans

1. Client plans will:

- have specific observable and/or specific quantifiable goals
- identify the proposed type(s) of intervention
- have a proposed duration of intervention(s)
- be signed (or electronic equivalent) by:
 - the person providing the service(s), or
 - a person representing a team or program providing services, or
 - a person representing the MHP providing services
 - when the client plan is used to establish that the services are provided under the direction of an approved category of staff, and if the below staff are not the approved category,
 - a physician
 - a licensed/ "waivered" psychologist
 - a licensed/ "associate" social worker
 - a licensed/ registered/marriage and family therapist or
 - a registered nurse
- In addition,
 - Client plans will be consistent with the diagnosis, and the focus of intervention will be consistent with the client plan goals, and there will be documentation of the client's participation in and agreement with the plan. Examples of the documentation include, but are not limited to, reference to the client's participation and agreement in the body of the plan, client signature on the plan, or a description of the client's participation and agreement in progress notes.

- Client signature on the plan will be used as the means by which the CONTRACTOR documents the participation of the client.
- When the client's signature is required on the client plan and the client refuses or is unavailable for signature, the client plan will include a written explanation of the refusal or unavailability.
- The CONTRACTOR will give a copy of the client plan to the client on request.

2. Timeliness/Frequency of Client Plan:

- Will be updated at least annually.
- The CONTRACTOR(S) will establish standards for timeliness and frequency for the individual elements of the client plan described in item 1.

C. Progress Notes

1. Items that must be contained in the client record related to the client's progress in treatment include:

- The client record will provide timely documentation of relevant aspects of client care.
- Mental health staff/practitioners will use client records to document client encounters, including relevant clinical decisions and interventions.
- All entries in the client record will include the signature of the person providing the service (or electronic equivalent); the person's professional degree, licensure or job title; and the relevant identification number, if applicable.
- All entries will include the date services were provided.
- The record will be legible.
- The client record will document follow-up care, or as appropriate, a discharge summary.

2. Timeliness/Frequency of Progress Notes:

- Progress notes shall be documented at the frequency by type of service indicated below:
 - a. Every Service Contact
 - Mental Health Services
 - Medication Support Services
 - Crisis Intervention

Program Objectives

Annual Outcomes Report

The following items listed below represent program goals to be tracked and achieved by CONTRACTOR each fiscal year of the contract term. CONTRACTOR will utilize a computerized tracking system with which outcome measures and other relevant data, such as demographics, will be maintained. Reports will be provided to COUNTY quarterly, annually, and as requested.

Outreach, Engagement, and Linkage (OEL) Annual Outcomes Report Objectives

1. Outreach 350 individuals experiencing homelessness with SMI/Co-Occurring disorders in Fresno County who are receptive to engagement and linkage services.
2. Enroll 200 persons served into the PATH Program and HMIS.
3. Capture the satisfaction of at least 80% of persons served with PATH agency services will be shown through a survey provided to enrolled persons served by the PATH OEL Team.
4. Capture the satisfaction of at least 80% of persons served with PATH staff's knowledge, competency, and professionalism will be shown through a survey provided to enrolled persons served by the PATH OEL Team.
5. Capture the satisfaction of at least 80% of persons served with linkages to resources they need will be shown through a survey provided to enrolled persons by the PATH OEL Team.
6. Pursue a number of actions to quickly link at least 80% of persons served to housing, including diversion through natural supports or linkage to a navigator.
7. Link at least 50% of individuals enrolled in the PATH Program and HMIS to temporary or permanent housing when such resources are available.
8. Demonstrate a capacity to engage the target population by tracking the number of contacts needed for enrollment in the PATH program and HMIS with a goal of less than five contacts needed.
9. Track where persons were served, distinguishing between the Fresno Metro area and the various rural/unincorporated areas of Fresno County.
10. Track what services are provided to persons served by the PATH OEL Team.

Specialty Mental Health Services (SMHS) Annual Outcomes Report Objectives

1. Track the prevention and reduction in the number of incarceration occurrences for at least 70% of persons enrolled in the SMHS program by comparing incidents during the 12-month period before an individual's enrollment to incidents while enrolled.
2. Track the prevention and reduction in the number of psychiatric hospitalization occurrences for at least 70% of persons enrolled in the SMHS program by comparing incidents during the 12-month period before an individual's enrollment to incidents while enrolled.
3. Track the prevention and reduction in the number of homeless occurrences for at least 70% of persons enrolled in the SMHS program by comparing incidents during the 12-month period before an individual's enrollment to incidents while enrolled.
4. Ensure that at least 60% of persons served will successfully exit the SMHS Program by meeting their individual care plan goals within 18 months.
5. Show that at least 80% of persons served will report satisfaction with PATH agency services through a survey provided to persons enrolled in the SMHS program for at least 6 months.

6. Show that least 80% of persons served will report satisfaction with accessibility of services through a survey provided to persons enrolled in the SMHS program for at least 6 months.
7. Show that at least 70% of persons served will report satisfaction with life functioning through a survey provided to persons enrolled in the SMHS program for at least 6 months.
8. Ensure that at least 75% of persons referred to the SMHS program will be offered a timely assessment appointment. The data shown will account for individuals who were referred within the reporting period.

CA-008 Fresno County Department of Behavioral Health (formerly, Fresno County Department of Adult Services)

Annual Report:

HMIS Vendor:

Section 1: Budget Information

1. Federal PATH funds received this reporting year

2. Matching funds from state, local, or other sources used in support of PATH received this reporting year

3. Total funds dedicated this year, agency wide, to persons who have serious mental illness and are experiencing homelessness or are at risk of homelessness

(include PATH, matching, and non-PATH funds) (only include dollars that are dedicated to persons with serious mental illness who are homeless or at risk of homelessness)

4. Number of staff supported by PATH and matching funds

5. Full-time equivalent (FTE) of staff supported by PATH and matching funds

(see instructions in the PATH Annual Report Manual to compute FTEs)

6. Number of trainings provided by PATH-funded staff this reporting year

7. Type of organization in which your PATH program operates (select one)

- Community Mental Health Center
- Consumer-run Mental Health Agency
- Other Mental Health Agency
- Social Service Agency
- Health Care for Homeless/Other Health Agency
- Substance Use Treatment Agency
- Shelter or Other Temporary Housing Resource
- Other Housing Agency
- Other

Section 2: Persons Served During This Reporting Period

8. Number of persons contacted by PATH-funded staff this reporting period

9. Number of new persons contacted this reporting period in a PATH Street Outreach project

10. Number of new persons contacted this reporting period in a PATH Services Only project

11. Total number of new persons contacted this reporting period (#9+#10)

12a. Instances of contact this reporting period prior to date of enrollment

12b. Total instances of contact during the reporting period

13a. Number of new persons contacted this reporting period who could not be enrolled because of ineligibility for PATH

13b. Number of new persons contacted this reporting period who could not be enrolled because provider was unable to locate the client

14. Number of new persons contacted this reporting period who became enrolled in PATH

15. Number with active, enrolled PATH status at any point during the reporting period

16. Number of active, enrolled PATH clients receiving community mental health services through any funding source at any point during the reporting period

Section 3: Services Provided

17. Services Provided (unduplicated count of PATH-enrolled individuals only)

Of those with an active, enrolled PATH status during this reporting period, which PATH-funded services did they receive?

	NUMBER RECEIVING EACH SERVICE
17a. Reengagement	
17b. Screening	
17c. Clinical Assessment	
17d. Habilitation/rehabilitation	
17e. Community mental health	
17f. Substance use treatment	
17g. Case management	
17h. Residential supportive services	
17i. Housing minor renovation	
17j. Housing moving assistance	
17k. Housing eligibility determination	
17l. Security deposits	
17m. One-time rent for eviction prevention	

Section 4: Referrals Provided

18. Referrals Provided (unduplicated count of PATH-enrolled individuals only)

Of those with an active, enrolled PATH status during this reporting period, which referrals did they receive?

Note: Referrals provided prior to PATH enrollment should not be counted here.

	18A. NUMBER RECEIVING EACH REFERRAL	18B. NUMBER WHO ATTAINED THE SERVICE FROM THE REFERRAL
Community mental health	18a1.	18b1.
Substance use treatment	18a2.	18b2.
Primary health/dental care	18a3.	18b3.
Job training	18a4.	18b4.
Educational Services	18a5.	18b5.
Housing Services	18a6.	18b6.
Permanent housing	18a7.	18b7.
Temporary housing	18a8.	18b8.
Income assistance	18a9.	18b9.
Employment assistance	18a10.	18b10.
Medical insurance	18a11.	18b11.

Section 5: Outcomes

Outcomes (unduplicated count of PATH-enrolled individuals only)

Of those with an active, **enrolled** PATH status during this reporting period, how many were receiving the items below at PATH project entry and at PATH project exit or at the end of the reporting period?

	AT PATH PROJECT ENTRY		AT PATH PROJECT EXIT (FOR CLIENTS WHO WERE EXITED FROM PATH THIS YEAR - LEAVERS)		AT REPORT END DATE (FOR CLIENTS WHO WERE STILL ACTIVE IN PATH AS OF REPORT END DATE - STAYERS)	
19. INCOME FROM ANY SOURCE						
Yes	19a1.		19a2.		19a3.	
No	19b1.		19b2.		19b3.	
Client doesn't know	19c1.		19c2.		19c3.	
Client refused	19d1.		19d2.		19d3.	
Data not collected	19e1.		19e2.		19e3.	
TOTAL	19f1.	0	19f2.	0	19f3.	0
20. SSI/SSDI						
Yes	20a1.		20a2.		20a3.	
No	20b1.		20b2.		20b3.	
TOTAL	20c1.	0	20c2.	0	20c3.	0
21. NON-CASH BENEFITS FROM ANY SOURCE						
Yes	21a1.		21a2.		21a3.	
No	21b1.		21b2.		21b3.	
Client doesn't know	21c1.		21c2.		21c3.	
Client refused	21d1.		21d2.		21d3.	
Data not collected	21e1.		21e2.		21e3.	
TOTAL	21f1.	0	21f2.	0	21f3.	0
22. COVERED BY HEALTH INSURANCE						
Yes	22a1.		22a2.		22a3.	
No	22b1.		22b2.		22b3.	
Client doesn't know	22c1.		22c2.		22c3.	
Client refused	22d1.		22d2.		22d3.	
Data not collected	22e1.		22e2.		22e3.	
TOTAL	22f1.	0	22f2.	0	22f3.	0
23. MEDICAID/MEDICARE						
Yes	23a1.		23a2.		23a3.	
No	23b1.		23b2.		23b3.	
TOTAL	23c1.	0	23c2.	0	23c3.	0
24. ALL OTHER HEALTH INSURANCE						
Yes	24a1.		24a2.		24a3.	
No	24b1.		24b2.		24b3.	
TOTAL	24c1.	0	24c2.	0	24c3.	0

Destination at Exit**Section 6: Housing Outcomes**

Exhibit G

Page 5 of 9

For each category, record the number of PATH-enrolled individuals who exited the PATH program to each response category. The total of all Destinations 25a1 - 25a36 must match the total number of active, PATH-enrolled individuals (Q#15).

25. DESTINATION AT EXIT	
TEMPORARY DESTINATIONS	
Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter	25a1.
Moved from one HOPWA funded project to another HOPWA TH	25a2.
Transitional housing for homeless persons	25a3.
Staying or living in a family member's room, apartment, or house, temporary tenure	25a4.
Staying or living in a friend's room, apartment, or house, temporary tenure	25a5.
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport, or anywhere outside)	25a6.
Safe Haven	25a7.
Hotel or motel paid for without emergency shelter voucher	25a8.
Host Home (non-crisis)	25a9.
SUBTOTAL	25a10. 0
INSTITUTIONAL SITUATION	
Foster care home or foster care group home	25a11.
Psychiatric hospital or other psychiatric facility	25a12.
Substance abuse treatment facility or detox center	25a13.
Hospital or other residential non-psychiatric medical facility	25a14.
Jail, prison, or juvenile detention facility	25a15.
Long-term care facility or nursing home	25a16.
SUBTOTAL	25a17. 0
PERMANENT DESTINATIONS	
Moved from one HOPWA funded project to another HOPWA PH	25a18.
Owned by client, no ongoing housing subsidy	25a19.
Owned by client, with ongoing housing subsidy	25a20.
Permanent housing (other than RRH) for formerly homeless persons	25a21.
Rental by client, no ongoing housing subsidy	25a22.
Rental by client, with RRH or equivalent subsidy	25a23.
Rental by client, with VASH subsidy	25a24.
Rental by client, with GPD TIP subsidy	25a25.
Rental by client, with other ongoing housing subsidy	25a26.
Rental by client, with HCV voucher (tenant or project based)	25a27.
Rental by client in a public housing unit	25a28.
Residential project or halfway house with no homeless criteria	25a29.
Staying or living in a family member's room, apartment, or house, permanent tenure	25a30.
Staying or living in a friend's room, apartment, or house, permanent tenure	25a31.
SUBTOTAL	25a32. 0
OTHER DESTINATIONS	
Deceased	25a33.
Other	25a34.
No exit interview completed	25a35.
Client doesn't know	25a36.
Client refused	25a37.
Data not collected	25a38.
SUBTOTAL	25a39. 0
PATH-enrolled clients still active as of report end date (Stayers)	25a40.
TOTAL	25a41. 0

Section 7: Demographics - Gender

Demographics - Gender

Of those with an active, enrolled PATH status during this reporting period, how many individuals are in each of the following categories?

	26A. NUMBER ENROLLED
Female	26a1.
Male	26a2.
Trans Female (MTF or Male to Female)	26a3.
Trans Male (FTM or Female to Male)	26a4.
Gender non-conforming	26a5.
Client doesn't know	26a6.
Client refused	26a7.
Data not collected	26a8.
TOTAL	26a9. 0

Section 8: Demographics - Age

Demographics - Age

Of those with an active, enrolled PATH status during this reporting period, how many individuals are in each of the following categories?

	26B. NUMBER ENROLLED
17 and under <i>(Youth 17 and under should not be enrolled in the PATH Project unless they meet all the eligibility requirements. This includes extended family members)</i>	26b1.
18 - 23	26b2.
24 - 30	26b3.
31 - 40	26b4.
41 - 50	26b5.
51 - 61	26b6.
62 and over	26b7.
Client doesn't know	26b8.
Client refused	26b9.
Data not collected	26b10.
TOTAL	26b11. 0

Section 9: Demographics - Race

Demographics - Race

Of those with an active, enrolled PATH status during this reporting period, how many individuals are in each of the following categories? *(Note: An individual who identifies as multiracial should be counted in all applicable categories. This demographic element will not sum to total persons enrolled.)*

	26C. NUMBER ENROLLED
American Indian or Alaskan Native	26c1.
Asian	26c2.
Black or African American	26c3.
Native Hawaiian or Other Pacific Islander	26c4.
White	26c5.
Client doesn't know	26c6.
Client refused	26c7.
Data not collected	26c8.
TOTAL	26c9. 0

Section 10: Demographics - Ethnicity

Demographics - Ethnicity

Of those with an active, enrolled PATH status during this reporting period, how many individuals are in each of the following categories?

	26D. NUMBER ENROLLED
Non-Hispanic/Non-Latino	26d1.
Hispanic/Latino	26d2.
Client doesn't know	26d3.
Client refused	26d4.
Data not collected	26d5.
TOTAL	26d6. 0

Section 11: Demographics - Veteran Status

Demographics - Veteran Status (Adults Only)

Of those with an active, enrolled PATH status during this reporting period, how many adults are in each of the following categories?

	26E. NUMBER ENROLLED
Veteran	26e1.
Non-Veteran	26e2.
Client doesn't know	26e3.
Client refused	26e4.
Data not collected	26e5.
TOTAL	26e6. 0

Section 12: Demographics - Co-Occurring Disorder

Demographics - Co-Occurring Disorder

Of those with an active, enrolled PATH status during this reporting period, how many individuals are in each of the following categories?

	26F. NUMBER ENROLLED
Co-occurring substance use disorder	26f1.
No co-occurring substance use disorder	26f2.
Unknown	26f3.
TOTAL	26f4. 0

Section 13: Demographics - SOAR Connection

Demographics - SOAR Connection

Of those with an active, enrolled PATH status during this reporting period, how many individuals are in each of the following categories?

	26G. NUMBER ENROLLED
Yes	26g1.
No	26g2.
Client doesn't know	26g3.
Client refused	26g4.
Data not collected	26g5.
TOTAL	26g6. 0

Section 14: Demographics - Prior Living Situation

Demographics - Prior Living Situation

Of those with an active, enrolled PATH status during this reporting period, how many individuals are in each of the following categories?

	26H. NUMBER ENROLLED
LITERALLY HOMELESS	
Place not meant for habitation <i>(e.g., a vehicle, an abandoned building, a bus/train/subway station, airport, or anywhere outside)</i>	26h1.
Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter	26h2.
Safe Haven	26h3.
INSTITUTIONAL SITUATION	
Foster care home or foster care group home	26h4.
Hospital or other residential non-psychiatric medical facility	26h5.
Jail, prison, or juvenile detention facility	26h6.
Long-term care facility or nursing home	26h7.
Substance abuse treatment facility or detox center	26h8.
Psychiatric hospital or other psychiatric facility	26h9.
TRANSITIONAL AND PERMANENT HOUSING SITUATION	
Hotel or motel paid for without emergency shelter voucher	26h10.
Owned by client, no ongoing housing subsidy	26h11.
Owned by client, with ongoing housing subsidy	26h12.
Permanent housing (other than RRH) for formerly homeless persons <i>(such as CoC project, HUD legacy programs, or HOPWA PH)</i>	26h13.
Rental by client, no ongoing housing subsidy	26h14.
Rental by client, with VASH subsidy	26h15.
Rental by client, with GPD TIP subsidy	26h16.
Rental by client, with RRH or equivalent subsidy	26h17.
Rental by client, with other ongoing housing subsidy (including RRH)	26h18.
Rental by client, with HCV voucher (tenant or project based)	26h19.
Rental by client in a public housing unit	26h20.
Residential project or halfway house with no homeless criteria	26h21.
Staying or living in a family member's room, apartment, or house	26h22.
Staying or living in a friend's room, apartment, or house	26h23.
Transitional housing for homeless persons <i>(including homeless youth)</i>	26h24.
Host Home (non-crisis)	26h25.
Client doesn't know	26h26.
Client refused	26h27.
Data not collected	26h28.
TOTAL	26h29. 0

Section 15: Demographics - Length of Stay

Length of stay in prior living situation (emergency shelter or place not meant for human habitation ONLY)

Of those identified in #26h (Living Situation) as staying in Place not meant for habitation (26h1) or Emergency shelter (26h2), record the length of time these individuals have been in this living situation. The total of this category must equal the sum of 26h1 + 26h2.

	26I. LENGTH OF STAY	
One night or less	26i1.	
Two to six nights	26i2.	
One week or more, but less than one month	26i3.	
One month or more, but less than 90 days	26i4.	
90 days or more, but less than one year	26i5.	
One year or longer	26i6.	
Client doesn't know	26i7.	
Client refused	26i8.	
Data not collected	26i9.	
TOTAL	26i10.	0

Section 16: Demographics - Chronically Homeless

Demographics - Chronically Homeless

Of those with an active, enrolled PATH status during this reporting period, how many individuals are in each of the following categories?

	26J. NUMBER ENROLLED	
Yes	26j1.	
No	26j2.	
Unknown	26j3.	
TOTAL	26j4.	0

Section 17: Demographics - Domestic Violence History

Demographics - Domestic Violence History (Adults Only)

Of those with an active, enrolled PATH status during this reporting period, how many adults are in each of the following categories?

	26K. NUMBER ENROLLED	
Yes	26k1.	
No	26k2.	
Client doesn't know	26k3.	
Client refused	26k4.	
Data not collected	26k5.	
TOTAL	26k6.	0

STATE MENTAL HEALTH REQUIREMENTS

1. CONTROL REQUIREMENTS

The COUNTY and its subcontractors shall provide services in accordance with all applicable Federal and State statutes and regulations.

2. PROFESSIONAL LICENSURE

All (professional level) persons employed by the COUNTY Mental Health Program (directly or through contract) providing Short-Doyle/Medi-Cal services have met applicable professional licensure requirements pursuant to Business and Professions and Welfare and Institutions Codes.

3. CONFIDENTIALITY

CONTRACTOR shall conform to and COUNTY shall monitor compliance with all State of California and Federal statutes and regulations regarding confidentiality, including but not limited to confidentiality of information requirements at 42, Code of Federal Regulations sections 2.1 *et seq*; California Welfare and Institutions Code, sections 14100.2, 11977, 11812, 5328; Division 10.5 and 10.6 of the California Health and Safety Code; Title 22, California Code of Regulations, section 51009; and Division 1, Part 2.6, Chapters 1-7 of the California Civil Code.

4. NON-DISCRIMINATION

A. Eligibility for Services

CONTRACTOR shall prepare and make available to COUNTY and to the public all eligibility requirements to participate in the program plan set forth in the Agreement. No person shall, because of ethnic group identification, age, gender, color, disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed, political belief or sexual preference be excluded from participation, be denied benefits of, or be subject to discrimination under any program or activity receiving Federal or State of California assistance.

B. Employment Opportunity

CONTRACTOR shall comply with COUNTY policy, and the Equal Employment Opportunity Commission guidelines, which forbids discrimination against any person on the grounds of race, color, national origin, sex, religion, age, disability status, or sexual preference in employment practices. Such practices include retirement, recruitment advertising, hiring, layoff, termination, upgrading, demotion, transfer, rates of pay or other forms of compensation, use of facilities, and other terms and conditions of employment.

- C. Suspension of Compensation
If an allegation of discrimination occurs, COUNTY may withhold all further funds, until CONTRACTOR can show clear and convincing evidence to the satisfaction of COUNTY that funds provided under this Agreement were not used in connection with the alleged discrimination.
- D. Nepotism
Except by consent of COUNTY's Department of Behavioral Health Director, or designee, no person shall be employed by CONTRACTOR who is related by blood or marriage to, or who is a member of the Board of Directors or an officer of CONTRACTOR.

5. **PATIENTS' RIGHTS**

CONTRACTOR shall comply with applicable laws and regulations, including but not limited to, laws, regulations, and State policies relating to patients' rights.

STATE CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: CONTRACTOR has, unless exempted, complied with the non-discrimination program requirements. (Gov. Code § 12990 (a-f) and CCR, Title 2, Section 111 02) (Not applicable to public entities.)
2. DRUG-FREE WORKPLACE REQUIREMENTS: CONTRACTOR will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;
 - 3) any available counseling, rehabilitation and employee assistance programs; and,
 - 4) penalties that may be imposed upon employees for drug abuse violations.
 - c. Every employee who works on this Agreement will:
 - 1) receive a copy of the company's drug-free workplace policy statement; and,
 - 2) agree to abide by the terms of the company's statement as a condition of employment on this Agreement.

Failure to comply with these requirements may result in suspension of payments under this Agreement or termination of this Agreement or both and

CONTRACTOR may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the CONTRACTOR has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: CONTRACTOR certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against CONTRACTOR within the immediately preceding two (2) year period because of CONTRACTOR's failure to comply with an order of a Federal court, which orders CONTRACTOR to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)
4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: CONTRACTOR hereby certifies that CONTRACTOR will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

CONTRACTOR agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: CONTRACTOR hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.
6. SWEATFREE CODE OF CONDUCT:
 - a. All CONTRACTORS contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. CONTRACTOR further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

- b. CONTRACTOR agrees to cooperate fully in providing reasonable access to the CONTRACTOR's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).
7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, CONTRACTOR certifies that CONTRACTOR is in compliance with Public Contract Code Section 10295.3.
8. GENDER IDENTITY: For contracts of \$100,000 or more, CONTRACTOR certifies that CONTRACTOR is in compliance with Public Contract Code Section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: CONTRACTOR needs to be aware of the following provisions regarding current or former state employees. If CONTRACTOR has any questions on the status of any person rendering services or involved with this Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- a). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- b). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- a). For the two (2) year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- b). For the twelve (12) month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as

the proposed contract within the twelve (12) month period prior to his or her leaving state service.

If CONTRACTOR violates any provisions of above paragraphs, such action by CONTRACTOR shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: CONTRACTOR needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and CONTRACTOR affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)
3. AMERICANS WITH DISABILITIES ACT: CONTRACTOR assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)
4. CONTRACTOR NAME CHANGE: An amendment is required to change the CONTRACTOR's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.
5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:
 - a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the CONTRACTOR is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.
 - b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.
 - c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.
6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body, which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the CONTRACTOR shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.
8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.
9. INSPECTION and Audit of Records and access to Facilities.

The State, CMS, the Office of the Inspector General, the Comptroller General, and their designees may, at any time, inspect and audit any records or documents of CONTRACTOR or its subcontractors, and may, at any time, inspect the premises, physical facilities, and equipment where Medicaid-related activities or work is conducted. The right to audit under this section exists for ten (10) years from the final date of the contract period or from the date of completion of any audit, whichever is later.

Federal database checks.

Consistent with the requirements at § 455.436 of this chapter, the State must confirm the identity and determine the exclusion status of CONTRACTOR, any subcontractor, as well as any person with an ownership or control interest, or who is an agent or managing employee of CONTRACTOR through routine checks of Federal databases. This includes the Social Security Administration's Death Master File, the National Plan and Provider Enumeration System (NPPES), the List of Excluded Individuals/Entities (LEIE), the System for Award Management (SAM), and any other databases as the State or Secretary may prescribe. These databases must be consulted upon contracting and no less frequently than monthly thereafter. If the State finds a party that is excluded, it must promptly notify the CONTRACTOR and take action consistent with § 438.610(c).

The State must ensure that CONTRACTOR with which the State contracts under this part is not located outside of the United States and that no claims paid by a CONTRACTOR to a network provider, out-of-network provider, subcontractor or financial institution located outside of the U.S. are considered in the development of actuarially sound capitation rates.

COMPLIANCE WITH STATE MEDI-CAL REQUIREMENTS

CONTRACTOR shall be required to maintain organizational provider certification by the host county. A copy of this renewal certificate must be furnished to COUNTY within thirty (30) days of receipt of certificate from host county. The CONTRACTOR must meet Medi-Cal organization provider standards as stated below. It is acknowledged that all references to Organizational Provider and/or Provider below shall refer to the CONTRACTOR.

Medi-Cal Organizational Provider Standards

1. The organizational provider possesses the necessary license to operate, if applicable, and any required certification.
2. The space owned, leased or operated by the provider and used for services or staff meets local fire codes.
3. The physical plant of any site owned, leased, or operated by the provider and used for services or staff is clean, sanitary and in good repair.
4. The organizational provider establishes and implements maintenance policies for any site owned, leased, or operated by the provider and used for services or staff to ensure the safety and well-being of beneficiaries and staff.
5. The organizational provider has a current administrative manual which includes: personnel policies and procedures, general operating procedures, service delivery policies, and procedures for reporting unusual occurrences relating to health and safety issues.
6. The organizational provider maintains client records in a manner that meets applicable state and federal standards.
7. The organization provider has staffing adequate to allow the COUNTY to claim federal financial participation for the services the Provider delivers to beneficiaries, as described in Division 1, Chapter 11, Subchapter 4 of Title 9, CCR, when applicable.
8. The organizational provider has as head of service a licensed mental health professional or other appropriate individual as described in Title 9, CCR, Sections 622 through 630.
9. For organizational providers that provide or store medications, the provider stores and dispenses medications in compliance with all pertinent state and federal standards. In particular:
 - A. All drugs obtained by prescription are labeled in compliance with federal and state laws. Prescription labels are altered only by persons legally authorized to do so.
 - B. Drugs intended for external use only or food stuffs are stored separately from drugs for internal use.
 - C. All drugs are stored at proper temperatures, room temperature drugs at 59-86 degrees F and refrigerated drugs at 36-46 degrees F.

- D. Drugs are stored in a locked area with access limited to those medical personnel authorized to prescribe, dispense or administer medication.
 - E. Drugs are not retained after the expiration date. IM multi-dose vials are dated and initialed when opened.
 - F. A drug log is maintained to ensure the provider disposes of expired, contaminated, deteriorated and abandoned drugs in a manner consistent with state and federal laws.
 - G. Policies and procedures are in place for dispensing, administering and storing medications.
10. The COUNTY may accept the host county's site certification and reserves the right to conduct an on-site certification review at least every three years. The COUNTY may also conduct additional certification reviews when:
- The provider makes major staffing changes.
 - The provider makes organizational and/or corporate structure changes (example: conversion from a non-profit status).
 - The provider adds day treatment or medication support services when medications shall be administered or dispensed from the provider site.
 - There are significant changes in the physical plant of the provider site (some physical plant changes could require a new fire clearance).
 - There is change of ownership or location.
 - There are complaints against the provider.
 - There are unusual events, accidents, or injuries requiring medical treatment for clients, staff or members of the community.

FRESNO COUNTY MENTAL HEALTH PLAN

Grievances

Fresno County Mental Health Plan (MHP) provides beneficiaries with a grievance and appeal process and an expedited appeal process to resolve grievances and disputes at the earliest and the lowest possible level.

Title 9 of the California Code of Regulations requires that the MHP and its fee-for-service providers give verbal and written information to Medi-Cal beneficiaries regarding the following:

- How to access specialty mental health services
- How to file a grievance about services
- How to file for a State Fair Hearing

The MHP has developed a Consumer Guide, a beneficiary rights poster, a grievance form, an appeal form, and Request for Change of Provider Form. All of these beneficiary materials must be posted in prominent locations where Medi-Cal beneficiaries receive outpatient specialty mental health services, including the waiting rooms of providers' offices of service.

Please note that all fee-for-service providers and contract agencies are required to give the individuals served copies of all current beneficiary information annually at the time their treatment plans are updated and at intake.

Beneficiaries have the right to use the grievance and/or appeal process without any penalty, change in mental health services, or any form of retaliation. All Medi-Cal beneficiaries can file an appeal or state hearing.

Grievances and appeals forms and self addressed envelopes must be available for beneficiaries to pick up at all provider sites without having to make a verbal or written request. Forms can be sent to the following address:

Fresno County Mental Health Plan
P.O. Box 45003
Fresno, CA 93718-9886
(800) 654-3937 (for more information)
(559) 488-3055 (TTY)

Provider Problem Resolution and Appeals Process

The MHP uses a simple, informal procedure in identifying and resolving provider concerns and problems regarding payment authorization issues, other complaints and concerns.

Informal provider problem resolution process – the provider may first speak to a Provider Relations Specialist (PRS) regarding his or her complaint or concern.

The PRS will attempt to settle the complaint or concern with the provider. If the attempt is unsuccessful and the provider chooses to forego the informal grievance process, the provider will be advised to file a written complaint to the MHP address (listed above).

Formal provider appeal process – the provider has the right to access the provider appeal process at any time before, during, or after the provider problem resolution process has begun, when the complaint concerns a denied or modified request for MHP payment authorization, or the process or payment of a provider’s claim to the MHP.

Payment authorization issues – the provider may appeal a denied or modified request for payment authorization or a dispute with the MHP regarding the processing or payment of a provider’s claim to the MHP. The written appeal must be submitted to the MHP within 90 calendar days of the date of the receipt of the non-approval of payment.

The MHP shall have 60 calendar days from its receipt of the appeal to inform the provider in writing of the decision, including a statement of the reasons for the decision that addresses each issue raised by the provider, and any action required by the provider to implement the decision.

If the appeal concerns a denial or modification of payment authorization request, the MHP utilizes a Managed Care staff who was not involved in the initial denial or modification decision to determine the appeal decision.

If the Managed Care staff reverses the appealed decision, the provider will be asked to submit a revised request for payment within 30 calendar days of receipt of the decision

Other complaints – if there are other issues or complaints, which are not related to payment authorization issues, providers are encouraged to send a letter of complaint to the MHP. The provider will receive a written response from the MHP within 60 calendar days of receipt of the complaint. The decision rendered by the MHP is final.

INCIDENT REPORTING

PROTOCOL FOR COMPLETION OF INCIDENT REPORT

The Incident Report must be completed for all incidents involving individuals served through DBH's current incident reporting portal, Logic Manager, at <https://fresnodbh.logicmanager.com/incidents/?t=9&p=1&k=182be0c5cdcd5072bb1864cdee4d3d6e>

- The reporting portal is available 24 hours a day, every day.
- Any employee of the CONTRACTOR can submit an incident using the reporting portal at any time. No login is required.
- The designated administrator of the CONTRACTOR can add information to the follow up section of the report after submission.
- When an employee submits an incident within 24 hours from the time of the incident or first knowledge of the incident, the CONTRACTOR's designated administrator, the assigned contract analyst and the Incident Reporting email inbox will be notified immediately via email from the Logic Manager system that there is a new incident to review.
- Meeting the 24 hour incident reporting requirements will be easier as there are no signatures to collect.
- The user guide attached identifies the reporting process and the reviewer process, and is subject to updates based on DBH's selected incident reporting portal system.

Questions about incident reporting, how to use the incident reporting portal, or designating/changing the name of the administrator who will review incidents for the CONTRACTOR should be emailed to DBHIncidentReporting@fresnocountyca.gov and the assigned contract analyst.

**Mental Health Plan (MHP) and Substance Use Disorder (SUD) services
Incident Reporting System**



INCIDENT REVIEWER ROLE – User Guide

Fresno County Department of Behavioral Health (DBH) requires all of its county-operated and contracted providers (through the Mental Health Plan (MHP) and Substance Use Disorder (SUD) services) to complete a written report of any incidents compromising the health and safety of persons served, employees, or community members.

Yes! Incident reports will now be made through an on online reporting portal hosted by Logic Manager. It's an easier way for any employee to report an incident at any time. A few highlights:

- No supervisor signature is immediately required.
- Additional information can be added to the report by the program supervisor/manager without having to resubmit the incident.
- When an incident is submitted, the assigned contract analyst, program supervisor/manager, clinical supervisor and the DBHIncidentReporting mailbox automatically receives an email notification of a new incident and can log in any time to review the incident. Everything that was on the original paper/electronic form matches the online form.
- Do away with submitting a paper version with a signature.
- This online submission allows for timely action for the health and safety of the persons-served, as well as compliance with state reporting timelines when necessary.

As an Incident Reviewer, the responsibility is to:

- Log in to Logic Manager and review incident submitted within 48 hours of notification of incident.
- Review incident for clarity, missing information and add in additional information deemed appropriate.
- Notify DBHIncidentReporting@fresnocountyca.gov if there is additional information to be report after initial submission
- Contact DBHIncidentReporting@fresnocountyca.gov if there are any concerns, questions or comments with Logic Manager or incident reporting.

Below is the link to report incidents

<https://fresnodbh.logicmanager.com/incidents/?t=9&p=1&k=182be0c5cdcd5072bb1864cdee4d3d6e>

The link will take employees to the reporting screen to begin incident submission:

Incident Report

Please complete this form

Client Information

Name of Facility*
Select option

Name of Reporting Party*
Enter text

Facility Address*
Enter text

Facility Phone Number*
Enter text

Mental Health or Substance Use Disorder Program?*
Select option

Client First Name*
Enter text

Client Last Name*
Enter text

Enter text

Client Date of Birth
mm/dd/yyyy

Client Address
Enter text

Client ID
Enter text

Gender*
Select an option

County of Origin*
Select a county

Summary

Subject ID
Enter text

Incident (check all that apply)*
Select options

If Other-specify (i.e. fire, poisoning, epidemic outbreaks, other catastrophes/events that jeopardize the welfare and safety of clients, staff and /or members of the community):
Enter text

Description of the incident*
Enter text

Similar to the paper version, multiple incident categories can be selected

Incident (check all that apply)*

Medical Emergency | Death of Client |

Homicide/Homicide Attempt

AWOL/Elopement from locked facility

Violence/Abuse/Assault (toward others, client and/or property)

Attempted Suicide (resulting in serious injury)

Injury (self-inflicted or by accident)

Medication Error

← → ↻ 🏠 fresnodbh.logicmanager.com/incidents/?t=98p=1&k=182be0c5edcd5072bb1864cdee4d3d6e

Date of Incident*

Time of Incident*

Location of Incident*

Key People Directly Involved in Incident (witnesses, staff)*

Did the Injured Party seek Medical Attention?

Attach any additional details

Reported By Name*

Reported By Email*

Reported On

As another bonus feature, either drag files (such as a copy of a UOR, additional statements/document) or click on Add File to upload a file.

Reported By Name*

Reported By Email*

Reported On
10/30/2019

Follow Up

Action Taken (check all that apply)*

Please specify if other

Description of Action Taken*

Outcome*

SUBMIT

Similar to the paper version, multiple Action Taken categories can be selected.

Follow Up

Action Taken (check all that apply)*

Law Enforcement Contacted | Called 911/EMS

Consulted with Physician

First Aid/CPR Administered

Client removed from building

Parent/Legal Guardian Contacted

Other

When done entering all the information, simply click submit.

Any fields that have a red asterisk, require information and will prevent submission of the form if left blank.

Outcome*

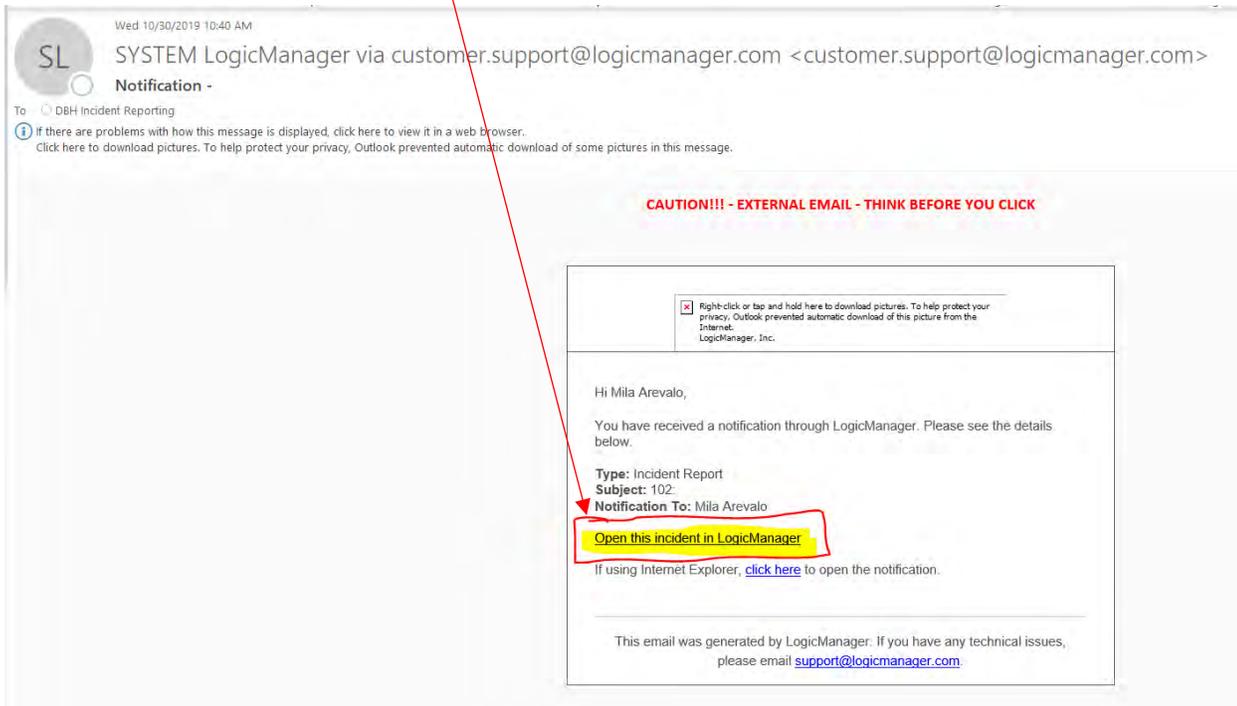
SUBMIT

A "Thank you for your submission" statement will pop up if an incident is successfully submitted. Click "Reload the Form" to submit another incident.

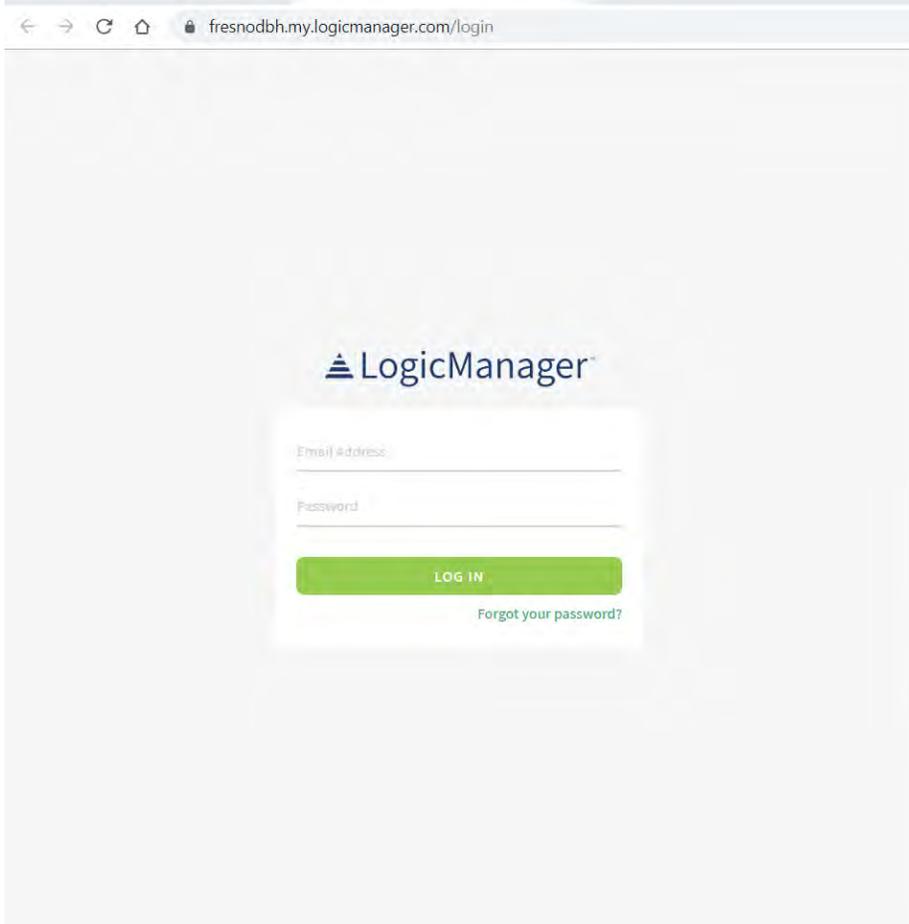
Thank you for your submission!

RELOAD THE FORM

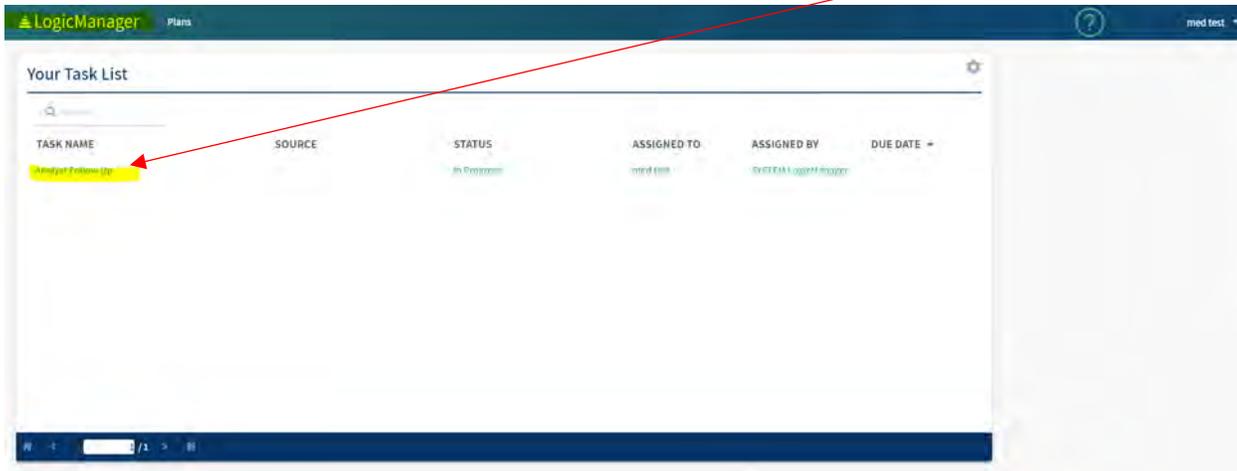
A Notification email will be received when a new incident is reported, or a new comment has been made regarding an incident. Click on "Open this incident in Logic Manager" and the Logic Manager login screen will show.



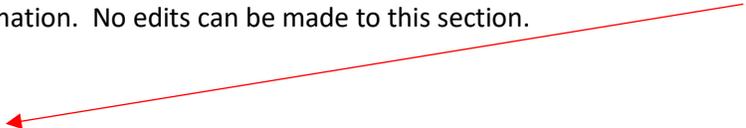
Enter in email address and password. First time users will be prompted to set up a password.



Once logged in, the main screen will show reviewer task (incidents to review). Click on analyst/supervisor follow up to view the incident.



This screen below will then pop up. There are 5 tabs to navigate through. **Client information** will show the client and facility information. No edits can be made to this section.



Analyst Follow Up

Task Details Client Information Summary Follow Up Documents

Action Taken (check all that apply)
Law Enforcement Contacted X

Please specify if other:

Description of Action Taken:

Outcome:

added information
cause of death : cause per coroner 10-31-14

Task ID: 313 Source: 103: null

CANCEL **SAVE** **SUBMIT**

The next tab is **Documents**: View and add attachments to the incident. Be sure to click **SAVE** when adding documents. Then *Cancel* to Exit out of the incident.

Analyst Follow Up

Task Details Client Information Summary Follow Up Documents

Search Add Document

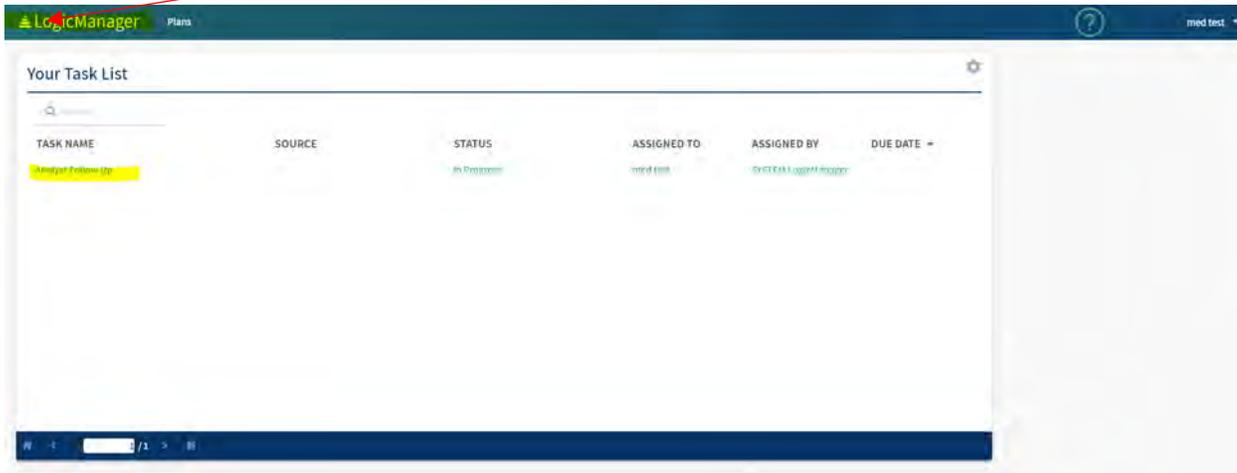
Name	Type	Source	Upload Date	Uploaded By
				

Task ID: 313 Source: 103: null

CANCEL **SAVE** **SUBMIT**

If all tasks are followed up with and the incident no longer needs further review/information, click **SUBMIT**. Once submitted, the incident will be removed from the task list and no further edits can be made. Notice the **SUBMIT** button is on every tab. If further information needs to be included, email DBHIncidentReporting@fresnocountyca.gov

To get back to the home view, click on the Logic Manager icon at any time. Any incidents that still need review will show on this screen, click on the next incident and start the review process again.



National Standards for Culturally and Linguistically Appropriate Services (CLAS) in Health and Health Care

The National CLAS Standards are intended to advance health equity, improve quality, and help eliminate health care disparities by establishing a blueprint for health and health care organizations to:

Principal Standard:

1. Provide effective, equitable, understandable, and respectful quality care and services that are responsive to diverse cultural health beliefs and practices, preferred languages, health literacy, and other communication needs.

Governance, Leadership, and Workforce:

2. Advance and sustain organizational governance and leadership that promotes CLAS and health equity through policy, practices, and allocated resources.
3. Recruit, promote, and support a culturally and linguistically diverse governance, leadership, and workforce that are responsive to the population in the service area.
4. Educate and train governance, leadership, and workforce in culturally and linguistically appropriate policies and practices on an ongoing basis.

Communication and Language Assistance:

5. Offer language assistance to individuals who have limited English proficiency and/or other communication needs, at no cost to them, to facilitate timely access to all health care and services.
6. Inform all individuals of the availability of language assistance services clearly and in their preferred language, verbally and in writing.
7. Ensure the competence of individuals providing language assistance, recognizing that the use of untrained individuals and/or minors as interpreters should be avoided.
8. Provide easy-to-understand print and multimedia materials and signage in the languages commonly used by the populations in the service area.

Engagement, Continuous Improvement, and Accountability:

9. Establish culturally and linguistically appropriate goals, policies, and management accountability, and infuse them throughout the organization's planning and operations.
10. Conduct ongoing assessments of the organization's CLAS-related activities and integrate CLAS-related measures into measurement and continuous quality improvement activities.
11. Collect and maintain accurate and reliable demographic data to monitor and evaluate the impact of CLAS on health equity and outcomes and to inform service delivery.
12. Conduct regular assessments of community health assets and needs and use the results to plan and implement services that respond to the cultural and linguistic diversity of populations in the service area.
13. Partner with the community to design, implement, and evaluate policies, practices, and services to ensure cultural and linguistic appropriateness.
14. Create conflict and grievance resolution processes that are culturally and linguistically appropriate to identify, prevent, and resolve conflicts or complaints.
15. Communicate the organization's progress in implementing and sustaining CLAS to all stakeholders, constituents, and the general public.



The Case for the National CLAS Standards

Health equity is the attainment of the highest level of health for all people.¹ Currently, individuals across the United States from various cultural backgrounds are unable to attain their highest level of health for several reasons, including the social determinants of health, or those conditions in which individuals are born, grow, live, work, and age,² such as socioeconomic status, education level, and the availability of health services.³

Though health inequities are directly related to the existence of historical and current discrimination and social injustice, one of the most modifiable factors is the lack of culturally and linguistically appropriate services, broadly defined as care and services that are respectful of and responsive to the cultural and linguistic needs of all individuals.

Health inequities result in disparities that directly affect the quality of life for all individuals. Health disparities adversely affect neighborhoods, communities, and the broader society, thus making the issue not only an individual concern but also a public health concern. In the United States, it has been estimated that the combined cost of health disparities and subsequent deaths due to inadequate and/or inequitable care is \$1.24 trillion.⁴

Culturally and linguistically appropriate services are increasingly recognized as effective in improving the quality of care and services.^{5,6} By providing a structure to implement culturally and linguistically appropriate services, the National CLAS Standards will improve an organization's ability to address health care disparities.

The National CLAS Standards align with the HHS Action Plan to Reduce Racial and Ethnic Health Disparities⁷ and the National Stakeholder Strategy for Achieving Health Equity,⁸ which aim to promote health equity through providing clear plans and strategies to guide collaborative efforts that address racial and ethnic health disparities across the country.

Similar to these initiatives, the National CLAS Standards are intended to advance health equity, improve quality, and help eliminate health care disparities by providing a blueprint for individuals and health and health care organizations to implement culturally and linguistically appropriate services. Adoption of these Standards will help advance better health and health care in the United States.

Of all the forms of inequality, injustice in health care is the most shocking and inhumane.

— Dr. Martin Luther King, Jr.

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DISCLOSURE OF OWNERSHIP AND CONTROL INTEREST STATEMENT

I. Identifying Information

Name of entity Kings View		D/B/A		
Address (number, street) 7170 N. Financial Dr. Suite 110		City Fresno	State CA	ZIP code 93720
CLIA number	Taxpayer ID number (EIN) 94-1412648	Telephone number (559) 256-0100		

II. Answer the following questions by checking "Yes" or "No." If any of the questions are answered "Yes," list names and addresses of individuals or corporations under "Remarks" on page 2. Identify each item number to be continued.

- | | YES | NO |
|---|--------------------------|-------------------------------------|
| A. Are there any individuals or organizations having a direct or indirect ownership or control interest of five percent or more in the institution, organizations, or agency that have been convicted of a criminal offense related to the involvement of such persons or organizations in any of the programs established by Titles XVIII, XIX, or XX? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| B. Are there any directors, officers, agents, or managing employees of the institution, agency, or organization who have ever been convicted of a criminal offense related to their involvement in such programs established by Titles XVIII, XIX, or XX? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| C. Are there any individuals currently employed by the institution, agency, or organization in a managerial, accounting, auditing, or similar capacity who were employed by the institution's, organization's, or agency's fiscal intermediary or carrier within the previous 12 months? (Title XVIII providers only) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

III. A. List names, addresses for individuals, or the EIN for organizations having direct or indirect ownership or a controlling interest in the entity. (See instructions for definition of ownership and controlling interest.) List any additional names and addresses under "Remarks" on page 2. If more than one individual is reported and any of these persons are related to each other, this must be reported under "Remarks."

NAME	ADDRESS	EIN
N/A		

- B. Type of entity: Sole proprietorship Partnership Corporation
 Unincorporated Associations Other (specify) Not-for-profit
- C. If the disclosing entity is a corporation, list names, addresses of the directors, and EINs for corporations under "Remarks."
- D. Are any owners of the disclosing entity also owners of other Medicare/Medicaid facilities? (Example: sole proprietor, partnership, or members of Board of Directors) If yes, list names, addresses of individuals, and provider numbers.

NAME	ADDRESS	PROVIDER NUMBER
N/A		

YES NO

- IV. A. Has there been a change in ownership or control within the last year? YES NO
If yes, give date. _____
- B. Do you anticipate any change of ownership or control within the year?..... YES NO
If yes, when? _____
- C. Do you anticipate filing for bankruptcy within the year?..... YES NO
If yes, when? _____
- V. Is the facility operated by a management company or leased in whole or part by another organization?..... YES NO
If yes, give date of change in operations. _____

VI. Has there been a change in Administrator, Director of Nursing, or Medical Director within the last year?..... YES NO

VII. A. Is this facility chain affiliated? YES NO
(If yes, list name, address of corporation, and EIN.)

Name Kings View Foundation		EIN 01-0946385	
Address (number, name) 7170 N. Financial Dr. Suite 110	City Fresno	State CA	ZIP code 93720

B. If the answer to question VII.A. is NO, was the facility ever affiliated with a chain?
(If yes, list name, address of corporation, and EIN.)

Name		EIN	
Address (number, name)	City	State	ZIP code

Whoever knowingly and willfully makes or causes to be made a false statement or representation of this statement, may be prosecuted under applicable federal or state laws. In addition, knowingly and willfully failing to fully and accurately disclose the information requested may result in denial of a request to participate or where the entity already participates, a termination of its agreement or contract with the agency, as appropriate.

Name of authorized representative (typed) Amanda Nugent Divine, PhD	Title Chief Executive Officer
Signature DocuSigned by: <i>Amanda Nugent Divine</i> A04F847F73014D6...	Date 04/26/2022

Remarks

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS--PRIMARY COVERED TRANSACTIONS****INSTRUCTIONS FOR CERTIFICATION**

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, debarred, suspended, ineligible, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

CERTIFICATION

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it, its owners, officers, corporate managers and partners:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 - (b) Have not within a three-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) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature:  Date: 04/26/2022
Amanda Nugent Divine, PhD, CEO Kings View
(Printed Name & Title) (Name of Agency or Company)

SELF-DEALING TRANSACTION DISCLOSURE FORM

In order to conduct business with the County of Fresno (hereinafter referred to as "COUNTY"), members of a CONTRACTOR's board of directors (hereinafter referred to as "County Contractor"), must disclose any self-dealing transactions that they are a party to while providing goods, performing services, or both for the COUNTY. A self-dealing transaction is defined below:

"A self-dealing transaction means a transaction to which the corporation is a party and in which one or more of its directors has a material financial interest"

The definition above will be utilized for purposes of completing this disclosure form.

INSTRUCTIONS

- (1) Enter board member's name, job title (if applicable), and date this disclosure is being made.
- (2) Enter the board member's company/agency name and address.
- (3) Describe in detail the nature of the self-dealing transaction that is being disclosed to the COUNTY. At a minimum, include a description of the following:
 - a. The name of the agency/company with which the corporation has the transaction; and
 - b. The nature of the material financial interest in the corporation's transaction that the board member has.
- (4) Describe in detail why the self-dealing transaction is appropriate based on applicable provisions of the Corporations Code.
- (5) Form must be signed by the board member that is involved in the self-dealing transaction described in Sections (3) and (4).

(1) Company Board Member Information:			
Name:	Amanda Nugent Divinw	Date:	04/26/2022
Job Title:	Chief Executive Officer		
(2) Company/Agency Name and Address:			
Kings View 7170 N. Financial Dr. Suite 110 Fresno CA 93720			
(3) Disclosure (Please describe the nature of the self-dealing transaction you are a party to):			
Kings View is a nonprofit organization with no self-dealing transactions to disclose.			
(4) Explain why this self-dealing transaction is consistent with the requirements of Corporations Code 5233 (a):			
N/A			
(5) Authorized Signature			
Signature:	<small>DocuSigned by:</small> <i>Amanda Nugent Divine</i>	Date:	04/26/2022
<small>A04F817F73914D5...</small>			