

**AMENDMENT TO AGREEMENT**

THIS AMENDMENT I, hereinafter referred to as Amendment, is made and entered into this 5th day of June, 2018, by and between the COUNTY OF FRESNO, a Political Subdivision of the State of California, hereinafter referred to as "COUNTY", and UPLIFT FAMILY SERVICES (Formerly FAMILIES FIRST, INC. ), a Private Non-Profit Corporation, whose address is 251 Llewellyn Avenue, Campbell, California 95008-1940, hereinafter referred to as "CONTRACTOR".

WHEREAS, the COUNTY and FAMILIESFIRST, INC. entered into that certain Agreement, identified as COUNTY Agreement No. A-15-189, effective July 1, 2015, hereinafter referred to as the "Agreement"; and

WHEREAS, FAMILIESFIRST,INC. changed its name to UPLIFT FAMILY SERVICES effective March 22, 2016; and

WHEREAS, the COUNTY engaged the CONTRACTOR for the purpose of providing Wraparound services and Therapeutic Foster Care services (TFC) to SB 163 eligible children and their families involved in the Child Welfare System (CWS); and

WHEREAS, the term of Agreement No. A-15-189 is set to end on June 30, 2018 and the COUNTY has contracted with another vendor to provide these services beginning June 1, 2018 and COUNTY has a need to extend the term of Agreement No. A-15-189 to provide for a smooth transition of clients from CONTRACTOR to the new vendor; and

WHEREAS, the parties desire to amend the Agreement regarding changes as stated below and restate the Agreement in its entirety.

NOW, THEREFORE, in consideration of their mutual promises, covenants and conditions, hereinafter set forth, the sufficiency of which is acknowledged, the parties agree as follows:

1. That the following text in the Agreement, Page One (1), beginning with Section One (1), Line twenty-six (26) and ending on Page One (1), Line twenty-seven (27) with the word "herein" be deleted and the following inserted in its place:

"A. CONTRACTOR shall perform all services and fulfill all responsibilities as set forth in Revised Exhibit A, "Summary of Services," attached hereto and by this reference

1 incorporated herein.”

2           2.       That the following text in the Agreement, Page Three (3), beginning with Section  
3 Two (2), Line one (1) with the word “2. TERM” and ending on Page Three (3), Line Ten (10)  
4 with the word “term.” be deleted and the following inserted in its place:

5                   “2.       TERM

6                   This Agreement shall become effective on the first day of July 2015 and shall  
7 terminate on the 30<sup>th</sup> day of September 2018.

8           3.       That the following text in the Agreement, Page Four (4), beginning with Section  
9 Four (4), Line Six (6) with the word “4. COMPENSATION” and ending on Page Four (4), Line  
10 Twenty (20) with the word “CONTRACTOR” be deleted and the following inserted in its place:

11                   “4.       COMPENSATION

12                   A.       COUNTY agrees to pay CONTRACTOR and CONTRACTOR  
13 Agrees to receive compensation in accordance with Revised Exhibit B, “Budget,” attached hereto  
14 and by this reference incorporated herein. Mandated travel shall be reimbursed based on actual  
15 expenditures and mileage reimbursement shall be at CONTRACTOR’s adopted rate per mile, not  
16 to exceed the IRS published rate. In no event shall the administrative costs exceed the total  
17 amounts identified in Revised Exhibit B. Payment shall be made upon certification or other proof  
18 satisfactory to COUNTY’s DSS that services have actually been performed by CONTRACTOR as  
19 specified in this Agreement.

20                               For each twelve (12) month period of this Agreement, in no event shall all  
21 actual services performed under this Agreement be in excess of Four Million, Five Hundred  
22 Thousand, and no/100 Dollars (\$4,500,000). For the additional Three (3) month period of this  
23 Agreement (July 1, 2018 through September 30, 2018), in no event shall all actual services  
24 performed under this Agreement be in excess of Four Hundred Eighty-Nine Thousand Two  
25 Hundred Seventy Dollars (\$489,270). The cumulative total of this Agreement for the Three (3)  
26 year and Three (3) month period for both specialty mental health Medi-Cal and Non-Medi-Cal  
27 billable services shall not be in excess of Thirteen Million, Nine Hundred Eighty-Nine Thousand,  
28 Two Hundred Seventy Dollars (\$13,989,270). It is understood that all expenses incidental to

1 CONTRACTOR's performance of services under this Agreement shall be borne by  
2 CONTRACTOR."

3 4. That the following text in the Agreement, in Section Four (4) (COMPENSATION),  
4 Subsection C (Non-MHP Mental Health Services and Other Wraparound Services), on Page Seven  
5 (7), beginning with Line Three (3) with the word "In " and ending on Page Seven (7), Line Nine  
6 (9) with the amount "\$3,375,000.00." be deleted and the following inserted in its place:

7 "In no event shall services performed by CONTRACTOR for Non-MHP  
8 Mental Health Services and Other Wraparound Services be in excess of One Million, One Hundred  
9 Twenty-Five Thousand, and No/100 Dollars (\$1,125,000.00), for each Twelve (12) month period:  
10 July 1, 2015 through June 30, 2016; July 1, 2016 through June 30, 2017; and July 1, 2017 through  
11 June 30, 2018.

12 In no event shall services performed by CONTRACTOR for Non-MHP  
13 Mental Health Services and Other Wraparound Services be in excess of One Hundred Twenty-  
14 Two Thousand, Three Hundred and Seventeen Dollars and No/100 Dollars (\$122,317.00), for the  
15 additional Three (3) month period of this Agreement (July 1, 2018 through September 30, 2018).

16 In no event shall the maximum reimbursements for Non-MHP Mental  
17 Health Services and Other Wraparound Services from July 1, 2015 through September 30, 2018  
18 exceed Three Million, Four Hundred Ninety-Seven Thousand, Three Hundred and Seventeen  
19 Dollars and No/100 Dollars (\$3,497,317.00)."

20 5. That all references in the Agreement to "Exhibit A" shall be changed to read  
21 "Revised Exhibit A", which is attached hereto and incorporated herein by this reference.

22 6. That all references in the Agreement to "Exhibit B" shall be changed to read  
23 "Revised Exhibit B", which is attached hereto and incorporated herein by this reference.

24 7. COUNTY and CONTRACTOR agree that this Amendment is sufficient to amend  
25 Agreement No. A-15-189, and that upon execution of this Amendment, the original Agreement,  
26 and this Amendment, shall together be considered the Agreement.

27 The Agreement, as hereby amended, is ratified and continued. All provisions, terms,  
28 covenants, conditions and promises contained in the Agreement and not amended herein shall remain

1 in full force and effect. This Amendment shall become effective upon execution on the day first  
2 hereinabove written.

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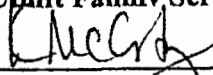
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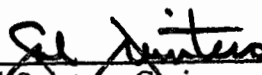
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1 IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first  
2 hereinabove written.

3  
4 **CONTRACTOR**  
Uplift Family Services

**COUNTY OF FRESNO**

5   
6 (Authorized Signature)

  
Sal Quintero, Chairperson of the Board of  
Supervisors of the County of Fresno

7 Kathy McCarthy

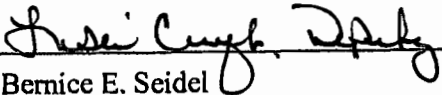
8 Print Name

9 COO

10 Title (Chairperson of the Board,  
President or Vice-President)

11 ~~(Authorized Signature)~~

**ATTEST:**



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

12 ~~Print Name~~

13 ~~Title (Secretary of Corporation, or  
14 Chief Financial Officer/Treasurer,  
15 or any Assistant Secretary or  
16 Treasurer)~~

17 Mailing Address  
20 251 Llewellyn Avenue  
21 Campbell, CA 95008

22 **FOR ACCOUNTING USE ONLY:**

23 **Medi-Cal Billable Services**  
24 Fund/Subclass: 0001/10000  
25 ORG No.: 56107870  
Account No.: 7223

26 **Non Medi-cal Billable Services**  
27 Fund/Subclass: 0001/10000  
28 ORG No.: 56107663  
Account No.: 7870

## SUMMARY OF SERVICES

ORGANIZATION: Uplift Family Services, Inc., (Formerly Families First, Inc.)  
SERVICES: Senate Bill 163 Wraparound and Therapeutic Foster Care Services  
CONTRACT PERIOD: July 1, 2015 - September 30, 2018

AMOUNT: \$4,500,000 (July 1, 2015 – June 30, 2016)  
\$4,500,000 (July 1, 2016 – June 30, 2017)  
\$4,500,000 (July 1, 2017 – June 30, 2018)  
\$489,270 (July 1, 2018 – September 30, 2018)

**SUMMARY OF SERVICES:** CONTRACTOR shall perform all Wraparound Approach Services (Wraparound), including emergency mental health support services, and Therapeutic Foster Care (TFC) services and fulfill all responsibilities identified in COUNTY's Request for Proposal (RFP) No. 952-5322 dated January 5, 2015, the RFP Addendum dated January 22, 2015 (referred to as the Revised RFP), and CONTRACTOR's response to said Revised RFP dated February 11, 2015 and all incorporated herein by reference and made part of this Agreement. Services provided, at a slot capacity of 150 children at any given time, include specialty mental health services, Wraparound Approach Services (Wraparound) and TFC, that emphasize the strength of the child and the family. Services are highly coordinated, highly individualized and unconditional, they address needs and achieve positive outcomes in the lives of enrolled children and their families and may include, but are not limited to: mentoring, tutoring, recreational activities, shadowing, community involvement, school-sponsored activities, faith-based programs and activities, and volunteerism.

CONTRACTOR recognizes that the COUNTY operates its mental health programs under an agreement with the State Department of Health Care Services (DHCS), and that under said agreement the State imposes certain requirements on COUNTY and its subcontractors.

CONTRACTOR shall adhere and be responsible for compliance as of the effective date of each Federal, State or local law or regulation specified. In the event any, regulation or policy referred to in the Agreement, RFP or this Exhibit A is amended during the term of this Agreement, the parties agree to comply with the amended provision as of the effective date of such amendment.

**SCHEDULE OF SERVICES:** CONTRACTOR office(s) shall be open Monday through Friday, 8 a.m. to 5 p.m. Staff can access the office outside of these hours should they need to provide services on site after 5 p.m. or on weekends. The majority of services will be provided in the community and are scheduled on days and times that are convenient to the families, including evenings and weekends. Youth/families also have access to stand by a crisis support phone line twenty-four (24) hours/day, seven (7) days/week. The stand-by worker, in consultation with a supervisor, will determine the level of support needed to address the crisis, which ranges from telephone support and coaching to immediate in person response by staff.

**TARGET POPULATION:** 1) An enrolled child who has been adjudicated as either a dependent or ward of the juvenile court pursuant to the Welfare Institution Code, Section 300, 601, or 602 and who would be placed in a group home licensed by COUNTY's Department of Social Services (DSS) at a rate classification level (RCL) of 10 or higher; 2) A child/youth who has been adjudicated as either a dependent or ward and who has experienced three (3) or more placement moves or psychiatric hospitalizations within the past twenty-four (24) months; 3) A child/youth who is in an adoptive placement or has a finalized adoption who qualifies for

Adoption Assistance Program (AAP) benefits and has an urgent and/or intensive mental health need which causes impairment at school, home, and/or in the community; 4) A child/youth who is at imminent risk of placement in a RCL 10 or above or currently placed in a RCL 10 or above and is within sixty (60) days of returning to the community.

**CONTRACTOR AGREES** to provide all Wraparound, emergency medical supports and TFC services identified in COUNTY's Revised RFP. The following are highlights and/or further defined/updated responsibilities of said items.

**CONTRACTOR SHALL:**

1. Work collaboratively in an integrated service delivery model within the community, region and state to obtain the outcomes, goals and strategies of the California Partners for Permanency (CAPP) and Katie A. Core Practice Models, SB163 Service Models and Therapeutic Foster Care Models.
2. Have the ability to comply with applicable Federal and State of California laws and Regulations, including but not limited to the Business Associate requirements of the Health Insurance Portability and Accountability Act (HIPAA). (45 CFR parts 160, 162 and 164); the Health Information Technology for Economic and Clinical Health Act regarding the confidentiality and security of patient information; and the Genetic Information Nondiscrimination Act (GINA) of 2008 regarding the confidentiality of Genetic information.
3. Maintain responsibility to provide and appropriately bill for Katie A. Subclass members if medically necessary and provided within the CAPP and Katie A. Core Practice Model and in accordance with the "Medi-Cal Manual for Intensive Care Coordination (ICC), Intensive Home Based Services (IHBS) & Therapeutic Foster Care (TFC) for Katie A. Subclass Members", incorporated herein by reference.
4. Hire racially and ethnically diverse staff, whenever possible, reflective of the target population to provide or assist with culturally competent, client and family-driven mental health and supportive services.
5. Recruit qualified subcontractors, as needed, to provide authorized Wraparound services.
6. Work cooperatively and collaboratively with Child Welfare Service (CWS) staff, Child Welfare Mental Health Program staff and all treatment providers, caregivers, Foster Family Agencies (FFA) to achieve the individual and collective treatment goals and support the CWS case plan, communicate/resolve barriers to care, provide continuity and warm-handoffs whenever possible when clients transition from higher-to-lower or lower-to-higher levels of care whether within or outside of Fresno County.
7. Ensure clinical supervision of registered/waivered mental health clinicians, including co-signing or reviewing documentation and claiming in Electronic Medical Records as required by the Board of Behavioral Sciences (BBS) or COUNTY requirements. All supervision shall be provided by licensed Clinical Supervisors. The Clinical Supervisor shall be two (2) years post-licensure and have completed the required

training in accordance with the BBS.

8. Arrange for and complete a mental health assessment, if needed, including clinical analysis of the history and current status of a beneficiary's mental, emotional, or behavioral disorder; relevant cultural issues and history; diagnosis; and use of testing procedures.
9. Address the demographic make-up and population trends of the Target Population to identify their cultural and linguistic needs in designing and planning for providing appropriate behavioral health services.
10. Ensure employees attend Cultural Competency, Compliance, and Billing and Documentation trainings provided by the COUNTY upon hire and annually thereafter or as needed.
11. Assist with training COUNTY staff and the community in S8163 Wraparound Service processes and service options.
12. Develop training curriculum, as COUNTY identifies a need.
13. Meet all requirements to become a Short-Doyle Medi-Cal organizational provider for Specialty Mental Health Services in the Fresno County Mental Health Plan (MHP).
14. Maintain ongoing responsibility for Data and Reporting, including the following:
  - a. Send applicable information and reports to the following distribution list for COUNTY staff: DSS Financial Analyst, DSS Contract Analyst, DSS Program Manager, DSS Social Work Supervisor and DBH Contract Analyst (actual names and email addresses to be provided at a later date).
  - b. Possess the administrative and fiscal capability to provide and manage the proposed services and ensure a cost-effective service delivery and operational structure with an audit trail that adheres to Generally Accepted Accounting Principles.
  - c. Report on performance measures (utilizing the Monthly Activity Report, identified in Exhibit H), outcomes, units of service for Medi-Cal and Non Medi-Cal billable services, cost allocation reports, or other reports as established by COUNTY. This Agreement will be closely monitored for performance and CONTRACTOR will be required to report monthly outcomes and expenses.
  - d. **All reports will be due to the County by the 20th of each month, and be reviewed for accuracy.** (If the 20<sup>th</sup> lands on a weekend or Holiday, reports will be due the next business day). Reimbursement for monthly expenses may be delayed in the event inaccurate reports are submitted.
  - e. Provide COUNTY with Outcome Reports every six (6) months. Outcome Report formats will be established through COUNTY/CONTRACTOR collaboration. Outcome Report measurements may change, based on requirement information or measurements needed. Current Outcome measurements are listed as follows:



- 1) Cost Effectiveness, 2) Family Functioning, 3) Prevention of Placements in More Restrictive Environments, 4) Improvement of Emotional and Behavioral Adjustment, 5) School Attendance, 6) Academic Performance, 7) Parent or Caregiver Satisfaction, and 8) Improvement in Family Involvement, Family & Child Goal Attainment
  - f. Provide COUNTY with various reports throughout the length of the child's enrollment in the program; a few of which are standardized and included herein; Exhibit P "Monthly Progress Report", Exhibit Q "Discharge Presentation", Exhibit R "Individual Child and Family Plan Presentation Outline", and Exhibit S "Individual Child and Family Plan (ICFP)"
  - g. Maintain electronic health records and supply their own personal computers, Internet access, printers, signature pads and other network devices to meet statistical reporting requirements, report client and program outcomes and any State or County data requirements of the Katie A. Implementation Plan. CONTRACTOR shall also maintain capability to enter electronic billing claiming data into COUNTY's Avatar system. A computer with Internet access is required for office and field-based staff.
15. Cooperate and participate with the COUNTY MHP in Quality Assurance/Improvement and Utilization Review Programs and grievance procedures, and comply with all final determinations rendered by COUNTY's Quality Assurance/Improvement and Utilization Review Programs, unless the decision is reversed on appeal as set forth in the COUNTY MHP Provider Manual, incorporated herein by this reference. COUNTY's adverse decisions regarding CONTRACTOR services to clients may result in the disallowance of payment for services rendered; or may result in additional controls to the delivery of services; or may result in the termination of this Agreement. COUNTY shall have sole discretion in the determination of Quality Assurance/Improvement and Utilization Review outcomes, decisions and actions.
16. Establish criteria and protocols to insure referral to services are therapeutically appropriate, benefits the client and caregiver, achieves the client's treatment goals and supports the success of the CWS case plan and avoids any potential for perceived or actual conflict of interest or self-referral.
17. Maintain responsibility for any court reports and/or necessary testimony:
- a. Court Reports - Documented reports of assessment and evaluation findings, progress in treatment, recommendations for treatment and service plans regarding reunification, maintenance and termination of parental rights, and justification for recommendations.
  - b. Court Testimony- On-site court testimony of assessment and evaluation findings, treatment and service plan recommendations regarding reunification, maintenance and termination of parental rights, and justification for recommendations.
18. Obtain signatures, as required, regarding consent:

- a. Care provider can sign for day trips and other minor miscellaneous items.
  - b. Court Order should suffice for most other items.
19. Upon notification of a pending court hearing, CONTRACTOR agrees to complete and submit to the COUNTY a "Periodic Review Report twenty-one (21) calendar days prior to the court date or seven (7) calendar days after notification.

**COUNTY SHALL BE RESPONSIBLE FOR THE FOLLOWING:**

COUNTY shall:

1. Designate a contact person for CONTRACTOR to communicate with, when necessary.
2. Meet with CONTRACTOR monthly, or as often as needed, to exchange pertinent information, resolve problems, and work collaboratively to coordinate services.
3. Include necessary items in initial referral packets, as agreed upon by both CONTRACTOR and COUNTY. Referral Packets shall include the following:
  - a. A completed referral
  - b. Placement History
  - c. Current court orders - detention minute order (CHDP Medical/Dental)
  - d. Health and Education Passport (HEP)
  - e. Mental Health Assessment (including most recent, if available)
  - f. Team Decision Meeting (TDM)/Staffing notes (if available)
  - g. Individualized Education Program (IEP) (if available/applicable)
  - h. JV220 (if applicable)
  - i. FFA/Group Home Quarterly Report
4. Facilitate Intensive Care Coordination (ICC) meetings initially, and no less than every ninety (90) days, for a child/youth identified as a Katie A. Subclass client.
5. Organize teaming meetings in alignment with CAPP, SB 163 and Katie A. Core Practice models for which CONTRACTOR will be required to participate, when appropriate.
6. Provide education and training on CWS, practice models and Medi-Cal licensing, documentation and billing requirements, as needed.
7. Expedite court processes required to change placements.
8. Screen children and their families for enrollment of Wraparound program. Provide medication evaluations, ongoing monitoring and comply with State and County regulations related to the JV220 process or other court requirements, complete Treatment Authorization Requests (TARs) when ordering psychotropic medications and coordinate the client care with the therapist and treatment team.
9. Act as liaison between staff and/or representatives of the California Department of Social Services (CDSS) and CONTRACTOR.
10. Manage the Wraparound Program trust funds.

11. Monitor this Agreement for achievement of agreed upon outcomes and for compliance with the specified terms and conditions herein.
12. Through the MHP utilization management and quality improvement process, may be required to take action necessitating consultation with its Medical Director, or with other physicians, prior to authorization of MHP Covered Services, or to terminate this Agreement. In the interest of program integrity or the welfare of clients, COUNTY may introduce additional utilization controls as may be necessary at any time and without advance notice to CONTRACTOR. In the event of such change, COUNTY shall notify CONTRACTOR in writing, and the change shall take effect upon the tenth (10th) calendar day following the deposit of said notice, by COUNTY, into the United States mail, postage prepaid, to the address set forth in Section 33 of this Agreement.
13. Notify the CONTRACTOR when court hearings are scheduled.

**PERFORMANCE MEASUREMENTS:** Under the Katie A. Settlement Agreement and Implementation Plan, the DHCS and CDSS are working to adopt statewide use of a data-informed system of performance oversight, accountability, and communication that efficiently monitors, measures, and evaluates access, quality, satisfaction, effectiveness, costs, and outcomes at the individual, program, and system levels.

Performance measurements developed by COUNTY will reflect the information required by DHCS and CDSS. Outcome indicators for this Agreement will continue to be developed in conjunction with CONTRACTOR and State departments.

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliosFirst, Inc. dba EMQ FamiliosFirst Budget - July 1, 2016 to June 30, 2016						
Budget Categories -				Total Proposed Budget		
Line Item Description (Must be itemized)	FTE %	Non Direct Consumer Cost		Direct Consumer Cost		Total
		Medi-Cal Billable Cost	Non Medi-Cal Billable Cost	Medi-Cal Billable Cost	Non Medi-Cal Billable Cost	
<b>PERSONNEL SALARIES:</b>						
0001 Title Associate Director	1.00			\$61,870	\$20,623	\$82,493
0002 Title Clinician I	4.00			\$144,093	\$48,031	\$192,124
0003 Title Clinical Director	0.50			\$34,147	\$11,383	\$45,530
0004 Title Community Development Spec (RCL)	1.00				\$33,653	\$33,653
0005 Title Addiction Prevention Counselor	3.00			\$77,222	\$25,741	\$102,963
0006 Title Education/Vocational Specialist	3.00			\$77,076	\$25,692	\$102,768
0007 Title Clinical Program Manager	4.00			\$191,145	\$63,715	\$254,860
0008 Title Facilitator	12.00			\$350,118	\$116,706	\$466,824
0009 Title Family Partner (RCL)	4.00				\$135,572	\$135,572
0010 Title Family Specialist	22.00			\$497,029	\$165,677	\$662,706
0011 Title Family Services Coordinator: Family Finding	1.00			\$30,007	\$10,003	\$40,010
0012 Title Family Service Coordinator	1.00			\$30,007	\$10,003	\$40,010
0013 Title Program Supervisor	3.00			\$115,976	\$38,659	\$154,635
0014 Title Intake Coordinator	1.00			\$29,087	\$9,696	\$38,783
0015 Title Administrative Assistant II	1.00	\$24,914	\$8,305			\$33,219
0016 Title Billing Specialist	1.00	\$23,268	\$7,756			\$31,024
0017 Title ED, Regional Executive Director	0.45	\$39,089	\$13,030			\$52,119
0018 Title Health Information Management	1.00	\$25,596	\$8,532			\$34,128
0019 Title Learning Partners	1.00	\$52,034	\$17,345			\$69,379
0020 Title Outcomes & Evaluation	0.50	\$17,400	\$5,800			\$23,200
0021 Title Quality Support	0.50	\$28,721	\$9,574			\$38,295
<b>SALARY TOTAL</b>	<b>65.95</b>	<b>\$211,022</b>	<b>\$70,342</b>	<b>\$1,637,777</b>	<b>\$715,154</b>	<b>\$2,634,295</b>
<b>PAYROLL TAXES:</b>						
0030 OASDI old age survivor and disability		\$13,083	\$4,361	\$101,542	\$44,339	\$163,325
0031 FICA/MEDICARE		\$3,060	\$1,020	\$23,748	\$10,370	\$38,198
0032 U.I.		\$4,959	\$1,653	\$38,488	\$16,806	\$61,906
<b>PAYROLL TAX TOTAL</b>		<b>\$21,102</b>	<b>\$7,034</b>	<b>\$163,778</b>	<b>\$71,515</b>	<b>\$263,429</b>
<b>EMPLOYEE BENEFITS:</b>						
0040 Retirement		\$8,441	\$2,814	\$65,511	\$28,606	\$105,372
0041 Workers Compensation		\$6,331	\$2,110	\$49,133	\$21,455	\$79,029
0042 Health Insurance (medical vision, life, dental)		\$23,351	\$7,784	\$181,235	\$79,138	\$291,508
<b>EMPLOYEE BENEFITS TOTAL</b>		<b>\$38,123</b>	<b>\$12,708</b>	<b>\$295,879</b>	<b>\$129,199</b>	<b>\$475,909</b>
<b>SALARY &amp; BENEFITS GRAND TOTAL</b>		<b>\$270,247</b>	<b>\$90,084</b>	<b>\$2,097,434</b>	<b>\$915,866</b>	<b>\$3,373,633</b>
<b>FACILITIES/EQUIPMENT EXPENSES:</b>						
				Medi-Cal Billable Cost	Non Medi-Cal Billable Cost	Total
1010 Rent/Lease Building				37,917	12,639	\$50,556
1011 Rent/Lease Equipment				3,122	1,041	\$4,163
1014 Maintenance (facility)				3,342	1,114	\$4,456
1017 Other - Depreciation				4,218	1,406	\$5,624
<b>FACILITY/EQUIPMENT TOTAL</b>				<b>\$48,599</b>	<b>\$16,200</b>	<b>\$64,799</b>
<b>OPERATING EXPENSES:</b>						
1060 Telephone				\$41,127	\$13,709	\$54,836
1062 Postage/Shipping/Printing				1,426	475	\$1,901
1066 Office Supplies & Equipment				4,807	1,602	\$6,409
1069 Program Supplies - Therapeutic				8,437	2,813	\$11,250
1072 Staff Mileage/vehicle maintenance				165,487	55,163	\$220,650
1074 Staff Training/Registration				5,011	1,671	\$6,682
1076 Other - Emergency Flex Funds					63,000	\$63,000
<b>OPERATING EXPENSES TOTAL</b>				<b>\$226,295</b>	<b>\$138,433</b>	<b>\$364,728</b>
<b>FINANCIAL SERVICES EXPENSES:</b>						
1080 Accounting/Bookkeeping						\$0
1081 External Audit				5,453	1,818	7,271
1082 Liability Insurance				17,382	3,030	\$20,412
1083 Other - Administrative Overhead				485,488	161,829	647,317
<b>FINANCIAL SERVICES TOTAL</b>				<b>508,323</b>	<b>166,677</b>	<b>\$675,000</b>
<b>SPECIAL EXPENSES (Consultant/Etc.):</b>						
1089 Medication Supports				16,380	5,460	\$21,840
<b>SPECIAL EXPENSES TOTAL</b>				<b>16,380</b>	<b>5,460</b>	<b>\$21,840</b>
<b>TOTAL PROGRAM EXPENSES</b>						<b>\$4,600,000</b>

**Senate Bill 163 Wraparound and Therapeutic Foster Care Services**  
**FamillesFirst, Inc. dba EMQ FamillesFirst**  
**Budget - July 1, 2016 to June 30, 2016**

DIRECT SERVICE REVENUE:		Vol/Units of Svc	Rate	Medi-Cal Billable Cost	Non Medi-Cal Billable Cost	\$ Amt.
3000	Mental Health Services <i>(Assessment, Plan of Care, Individual/Family/Group Therapy, Rehab)</i>	94,515	\$2.61	\$246,684		\$246,684
3100	Case Management, Linkage/Brokerage	203,298	\$2.02	\$410,662		\$410,662
3200	Crisis Intervention	6,776	\$3.88	\$26,291		\$26,291
3300	Medication Support	13,553	\$4.82	\$65,325		\$65,325
3400	Collateral	27,105	\$2.61	\$70,744		\$70,744
3500	Court Documentation, Report, Appearance					\$0
3600	Psychological evaluation					\$0
3700	ICC-Case Management	135,527	\$2.02	\$273,765		\$273,765
3800	IHBS-Rehab	874,149	\$2.61	\$2,281,529		\$2,281,529
3900	SB Non Billable Services	1,022,727	\$1.10		\$1,125,000	\$1,125,000
<b>DIRECT SERVICE REVENUE TOTAL</b>		<b>2,377,650</b>		<b>\$ 3,375,000</b>	<b>\$ 1,125,000</b>	<b>\$4,500,000</b>

OTHER REVENUE:						
4000	Other					\$0
4100	Other					\$0
4200	Other					\$0
4300	Other					\$0
<b>OTHER REVENUE TOTAL</b>						<b>\$0</b>

**TOTAL PROGRAM REVENUE** **\$4,500,000**

<u>1,687,500</u>	Medi-Cal Revenue 50% FFP
<u>1,350,000</u>	Medi-Cal Revenue 40% EPSDT (2011 Realignment)
<u>337,500</u>	Medi-Cal Revenue 10% County SB163 Trust Fund
<b>\$ 3,375,000</b>	<b>Total Medi-Cal Revenue</b>
<u>1,354,923</u>	<b>Total Medi-Cal Units</b>
<u>\$ 2.49</u>	<b>Medi-Cal cost per unit</b>
<u>\$ 1,125,000</u>	<b>Non Medi-Cal Billable Service Cost</b>
<u>1,022,727</u>	<b>Total Non-Medi-Cal Billable units</b>
<u>\$ 1.10</u>	<b>Non Medi-Cal cost per unit</b>

**Annualized Total Summary**

	\$Dollar Amount	%Percentage%
Medi-Cal Billable Cost	\$ 3,375,000	75%
Non Medi-Cal Billable Cost	\$ 1,125,000	25%
<b>Total</b>	<b>\$ 4,500,000</b>	

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamillesFirst, Inc. dba EMQ FamillesFirst Budget - July 1, 2016 to June 30, 2016	
PROPOSED BUDGET DETAIL NARRATIVE	
BUDGET NARRATIVE	
<b>0001 Associate Director</b>	Total Amount \$ 82,493
1.0 FTE at a salary of \$82,493 = \$82,493 Master's degree (MA/MS). Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision with three to ten years of experience in healthcare/psychology/behavioral/mental health. The Associate Director assists the clinical director with implementing strategies to accomplish the agency annual priorities at the program level. Directs and develops managers, ensures CPMS are competent and have all tools necessary to lead teams.	
<b>0002 Clinician I</b>	Total Amount \$ 192,124
4.0 FTE at average salary of \$48,031 = \$192,124 Master's Degree (MA/MS) and at least two years of experience working with youth, young adults and families in a therapeutic environment is required. If unlicensed must be a registered intern with the Board of Behavioral Sciences and receiving appropriate clinical supervision. Provides psychotherapy and psychotherapeutic support to children and families.	
<b>0003 Clinical Director</b>	Total Amount \$ 45,530
0.5 FTE at a salary of \$91,060 = \$45,530 Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Provides regional leadership and effectively manages, develops, maintains, monitors and ensures the clinical quality in multiple clinical programs.	
<b>0004 Community Development Specialist (RCL)</b>	Total Amount \$ 33,653
1.0 FTE at a salary of \$33,653 = \$33,653 Bachelor's Degree (BA/ BS) in Marketing or related field preferred. The community development specialist develops resources that support the needs of young people and families receiving agency services. Inspires and ensures community engagement in therapeutic and strength based opportunities to enhance or create mental health programs.	
<b>0005 Addiction Prevention Counselor</b>	Total Amount \$ 102,963
3.0 FTE at an average salary of \$34,321 = \$102,963 Bachelor's degree (BA/ BS) or higher in Psychology, Counseling or Social Work; certified drug and alcohol counselor is preferred. Two to four years related experience or an equivalent combination of education and experience working with youth or young adults with co-occurring disorders.	
<b>0006 Education/Vocational Specialist</b>	Total Amount \$ 102,768
3.0 FTE at an average salary of \$34,256 = \$102,768 Associate's Degree (AA/ AS) AND six (6) years related experience in a mental health/education/vocational setting required. • OR Bachelor's Degree (BA/BS) AND four (4) years related experience in a mental health/education/vocational setting required. • OR Master's Degree (MA/ MS) in a mental health related field AND two (2) years related experience in a mental health setting required.	

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b>	
<b>FamiliesFirst, Inc. dba EMQ FamiliesFirst</b>	
<b>Budget - July 1, 2016 to June 30, 2016</b>	
<b>0007 Clinical Program Manager</b>	Total Amount \$ 254,860
4.0 FTE at an average salary of \$63,715 = \$254,860 Master's degree (MA/MS) required in a related field; two to four years related experience. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Hires, develops, trains, manages and retains clinical program staff.	
<b>0008 Facilitator</b>	Total Amount \$ 466,824
12.0 FTE at an average salary of \$38,902 = \$466,824 Master's Degree (MS/ MA) in Psychology, Social Work, Counseling or related field required. Works in the family's home and a variety of community and/or treatment settings, coordinates services with an understanding of the complexity of each family while blending the clinical care of the youth with the facilitation of the life domain planning process.	
<b>0009 Family Partner (RCL)</b>	Total Amount \$ 135,572
4.0 FTE at an average salary of \$33,893 = \$135,572 High School Diploma or General Education Development (GED) required; some college education is preferred. Three years of experience as a parent or caregiver of child with special needs. Implements family friendly practices by providing a parent's perspective to the routine operations and developments of programs.	
<b>0010 Family Specialist</b>	Total Amount \$ 662,706
22.0 FTE at an average salary of \$30,123 = \$662,706 Bachelor's degree (BA/BS) required; six months, one year, or two years of experience working with SED children required, dependent upon connect, OR equivalent combination of education and experience. Develops a strength based relationship with youth and caregivers in order to intervene with maladaptive behaviors while developing the youths strengths and interests.	
<b>0011 Family Service Coordinator: Family Finding</b>	Total Amount \$ 40,010
1.0 FTE at a salary of \$40,010 = \$40,010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) with two years of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly with children and adults. Is responsible for developing and coordinating family-centered teams.	
<b>0012 Family Services Coordinator</b>	Total Amount \$ 40,010
1.0 FTE at an average salary of \$40,010 = \$40,010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) with two years of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly with children and adults. Is responsible for developing and coordinating family-centered teams.	
<b>0013 Program Supervisor</b>	Total Amount \$ 154,635
3.0 FTE at an average salary of \$51,545 = \$154,635 Bachelor's Degree (BA/ BS) in Psychology, Social Work, Counseling, Education or related field. Minimum of three (3) years of experience in social or mental health services delivery, residential care supervision or education required. Hires, develops, trains and manages program staff. Coordinates and supervises daily program operations.	
<b>0014 Intake Coordinator</b>	Total Amount \$ 38,783
1.0 FTE at a salary of \$38,783 = \$38,783 Bachelor's degree (BA) in social work, psychology, marriage, child and family counseling, counseling psychology; minimum of two years of experience working with dependent children is required. This position is responsible for placement of clients into the program.	

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b> <b>FamiliesFirst, Inc. dba EMQ FamiliesFirst</b> <b>Budget - July 1, 2015 to June 30, 2016</b>	
<b>0015 Administrative Assistant II</b>	Total Amount \$ 33,219
1.0 FTE at a salary of \$33,219 = \$33,219 High school diploma, GED or equivalent combination of education and experience required. The administrative assistant II provides administrative support to program staff; performs private insurance billing and handles all flex funds for the Wrap program.	
<b>0016 Billing Specialist</b>	Total Amount \$ 31,024
1.0 FTE at an average salary of \$31,024 = \$31,024 High school diploma, GED or equivalent combination of education and experience required. This position inputs the EPSDT billing into Avatar along with reconciliation and preparation of claim certification and inputs the units and flex funds on SB163 invoice.	
<b>0017 ED, Regional Executive Director</b>	Total Amount \$ 52,119
0.45 FTE at a salary of \$115,818 = \$52,119 Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling, Administration, Business or related field is required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. This position provides leadership, strategic direction and operational oversight. This position provides leadership, strategic direction and operational oversight.	
<b>0018 Health Information Management</b>	Total Amount \$ 34,128
1.0 FTE at a salary of \$34,128 = \$34,128 Associates degree (AA/AS) required with one year direct work experience. Database, Visual Basic, and/or Crystal Reports experience required. Basic knowledge of legal issues regarding releases of information and other medical records issues required. Technical training on report writing in a database environment required.	
<b>0019 Learning Partners</b>	Total Amount \$ 69,379
1.0 FTE at an average salary of \$69,379 = \$69,379 Bachelor's Degree (BA/BS) or equivalent experience in related field required. Two years of experience in education/learning/training. Assesses learning needs, designs, develops and presents learning activities.	
<b>0020 Outcomes Evaluation</b>	Total Amount \$ 23,200
0.5 FTE at a salary of \$46,400 = \$23,200 Bachelor's degree (BA/BS) required with six years research experience with statistical analysis software, database development, management, merging of multiple databases. Four (4) years of related experience in literature review, program research, data collection, intermediate-advanced evaluation, and advanced knowledge and usage of statistical software package. Minimum of one (1) year experience in training research activities and lead responsibilities in research projects.	
<b>0021 Quality Support</b>	Total Amount \$ 38,295
0.5 FTE at a salary of \$76,589 = \$38,295 Master's Degree (MA/ MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Develops, maintains, and manages operational infrastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality and manages operational infrastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality assurance structures, training structures, outcomes evaluation structures, risk management oversight) for a distinct geographic region in compliance with agency standards.	
<b>0030 OASDI</b>	Total Amount \$ 163,325
Calculated at 6.2% of salaries.	
	Total Amount



<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b>	
<b>FamillesFirst, Inc. dba EMQ FamillesFirst</b>	
<b>Budget - July 1, 2015 to June 30, 2016</b>	
<b>0031 FICA/MEDICARE</b>	\$ 38,198
Calculated at 1.45% of salaries.	
<b>0032 UI</b>	Total Amount \$ 61,906
Calculated at 2.35% of salaries.	
<b>0040 Retirement</b>	Total Amount \$ 105,372
Calculated at 4.0% of salaries.	
<b>0041 Workers Compensation</b>	Total Amount \$ 79,029
Calculated at 3.0% of salaries.	
<b>0042 Health Insurance (medical, vision, life, dental)</b>	Total Amount \$ 291,508
Calculated at approximately 11% of salaries.	
<b>1010 Rent/Lease Building</b>	Total Amount \$ 50,556
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes building, storage and file storage unit rental payments and all the costs associated with storing and retrieving of client, personnel or other files or records.	
<b>1011 Rent/Lease Equipment</b>	Total Amount \$ 4,163
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes rental payments for equipment including leased copiers, faxes, postage machines, phone systems, laptops or other communication, office or facility equipment.	
<b>1014 Maintenance (facility)</b>	Total Amount \$ 4,456
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes common area maintenance on leased building charges, maintenance/building repair charges, HVAC maintenance and repair, landscaping, janitorial services, confidential paper shredding services, in-house or outside equipment repair and labor.	
<b>1017 Other-Depreciation</b>	Total Amount \$ 5,624
Depreciation includes depreciation on leasehold improvements, office furniture/fixtures and equipment meeting amortization thresholds. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	
<b>1060 Telephone</b>	Total Amount \$ 54,836
Cell phones, Land Lines, DSL, fax charges, phone system; also wireless cards for laptop computers enabling us to maintain a fully functional mobile work force to deliver in-home services. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b>	
<b>FamiliasFirst, Inc. dba EMQ FamiliasFirst</b>	
<b>Budget - July 1, 2015 to June 30, 2016</b>	
<b>1062 Postage/Shipping/Printing</b>	Total Amount \$ 1,901
Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyers when reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	
Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyers when reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	
<b>1066 Office Supplies &amp; Equipment</b>	Total Amount \$ 6,409
Office supplies and equipment include, but are not limited to: paper, pens, files, staplers, break rooms supplies such as coffee, paper cups, plastic utensils are also included. Costs are allocated between programs on the basis of direct labor dollars and have been estimated based on historical trends.	
<b>1069 Program Supplies-Therapeutic</b>	Total Amount \$ 11,250
Includes those supplies utilized in the direct delivery of therapeutic services to clients. Cost is estimated to be approximately \$15.00 per direct care staff per month. Materials, cash payments, outing costs, etc. used to motivate or reinforce desired behavior.	
<b>1072 Staff Mileage/vehicle maintenance</b>	Total Amount \$ 220,650
Primarily includes mileage reimbursement paid (at the current federal rate to staff supporting program or program related activities. In addition, a component of travel costs may include overnight travel by staff for training, meetings or conferences. This figure also takes into consideration that we anticipate that the majority of all program services will be delivered in the community. Also includes the transportation of clients. Costs are estimated to be approximately 9.38% of direct personnel costs prior to taxes and benefits.	
<b>1074 Staff Training/ Registration</b>	Total Amount \$ 6,682
Includes ongoing training in the Wraparound model of care, organizational tools, team/organizational psychology, philosophy of client based services, integration of roles/team dynamics, assessment and individualized treatment planning, general services, organized admissions, and individualized treatment planning associated with the Wraparound system of care. Also includes other mandatory trainings such as first aid and CPR.	
<b>1076 Other - Emergency Flex Funds</b>	Total Amount \$ 63,000
Cost of "whatever it takes" flexible funding for client needs to maintain growth, functioning and recovery. Flexible funds were budgeted at \$35 per client per month. Requests above \$300 are approved by the Wraparound Community Team.	
<b>1081 External Audit</b>	Total Amount \$ 7,271
Includes annual audit insuring all financial records are relevant and accurate and in compliance with state and federal laws and regulations. Audit costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical costs.	
<b>1082 Liability Insurance</b>	Total Amount \$ 20,412
Includes general business liability and property coverage along with professional liability insurance.	

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b> <b>FamiliesFirst, Inc. dba EMQ FamiliesFirst</b> <b>Budget - July 1, 2016 to June 30, 2016</b>	
<b>1083 Other-Administrative Overhead</b>	Total Amount \$ 647,317
Represents the indirect costs of the agency's general and administrative shared support services such as finance, accounting, billing, human resources, clinical administration, information technology, quality assurance and outcomes/evaluation, insurance, professional fees, HIPAA compliance and clinical record audits, quality management oversight of Medi-Cal records, risk management and program fidelity, recruiting and human resources support, MIS infrastructure & QI/UM department support and oversight as well as executive management. Costs that cannot be specifically charged to a program are allocated to programs on the basis of direct labor program costs prior to the addition of taxes and benefits. Indirect costs have been budgeted at 15% of program costs.	
<b>1089 Medication Supports</b>	Total Amount \$ 21,840
This is a contract position estimated at to cost \$175 per hour. The psychiatrist will be required to provide 2.61 hours per week, or approximately 10.44 hours per month (\$1,820 per month x 12 months = \$21,840) and will provide medical oversight/supervision of program services.	
<b>3000-3900 Medi-Cal Revenues</b>	Total Amount \$ 4,500,000
Medi-Cal eligibility is estimated to be 90% of all clients served. For the purpose of a conservative revenue projection, only the clinicians, facilitators and family specialists were assumed to be billable positions. Blend of service and unit volume are based on EMQ FamiliesFirst's experience in delivering mental health services in its existing Wraparound program. This budget assumes full staff and full census on day one and projects Medi-Cal revenue generation of \$3,375,000 for the initial 12 month period. These revenue figures are based on a case management rate of \$2.02 per minute, a mental health rate of \$2.61 per minute, a medication support rate of \$4.82 per minute, a collateral rate of \$2.61 per minute and a crisis intervention rate of \$3.88 per minute. The blend of services is anticipated to be 7% case management, 15% mental health, 1% crisis intervention, 1% medication support, 2% collateral, 10% ICC-case management, 64% IBHS-rehab.	

**Senate Bill 163 Wraparound and Therapeutic Foster Care Services  
FamillesFirst, Inc. dba EMQ FamiliesFirst  
Budget - July 1, 2015 to June 30, 2016**

It is recognized that overhead cost is part of every organizations cost of doing business to evaluate direct service cost versus overhead cost, please utilize this page to delineate what makes up your agencies overhead.

Below is an example of overhead cost components/categories, please feel free to adjust to best represent your agency

Cost Categories	Amount Requested	Explanation
Accounting/Finance	129,463	Agency corporate general accounting and financial services
Human Resources	129,463	Agency human resources and administration, including recruiting, training and employee development
Information Tech.	194,195	Agency network, communication, security, application development and maintenance
Executive Management	97,098	Agency management and leadership and administration
Training /Quality/Compliance	97,098	Agency corporate training, quality, and compliance requirements
<b>Total</b>	<b>647,317</b>	

- 1) Please provide your agency's total administrative overhead cost. **\$13,000,000**
- 2) Please provide the percentage of your agency's total administrative overhead cost, as is it relates to your total agency cost. **15%**
- 3) Please indicate your agency's proposed total cost for this service component. **\$4,500,000**
- 4) Please indicate the percentage of your agency's administrative overhead cost charge, as it relates to the total cost proposed for this service component. **15%**
- 5) Please indicate the percentage of the total agency's administrative overhead cost, charged under this service component as it relates to your agency's total administrative cost. **5%**

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamillesFirst, Inc. dba EMQ FamillesFirst Budget - July 1, 2016 to June 30, 2017							
Budget Categories -		FTE %	Total Proposed Budget				
			Non Direct Consumer Cost		Direct Consumer Cost		Total
Line Item Description (Must be itemized)		Billable Cost	Non Medi-Cal Billable Cost	Medi-Cal Billable Cost	Non Medi-Cal Billable Cost		
<b>PERSONNEL SALARIES:</b>							
0001	Title Associate Director	1.00			\$61,870	\$20,623	\$82,493
0002	Title Clinician I	4.00			\$144,093	\$48,031	\$192,124
0003	Title Clinical Director	0.50			\$34,147	\$11,383	\$45,530
0004	Title Community Development Spec (RCL)	1.00				\$33,653	\$33,653
0005	Title Addiction Prevention Counselor	3.00			\$77,222	\$25,741	\$102,963
0006	Title Education/Vocational Specialist	3.00			\$77,076	\$25,692	\$102,768
0007	Title Clinical Program Manager	4.00			\$191,145	\$63,715	\$254,860
0008	Title Facilitator	12.00			\$350,118	\$116,706	\$466,824
0009	Title Family Partner (RCL)	4.00				\$135,572	\$135,572
0010	Title Family Specialist	22.00			\$497,029	\$165,677	\$662,706
0011	Title Family Services Coordinator: Family Finding	1.00			\$30,007	\$10,003	\$40,010
0012	Title Family Service Coordinator	1.00			\$30,007	\$10,003	\$40,010
0013	Title Program Supervisor	3.00			\$115,976	\$38,659	\$154,635
0014	Title Intake Coordinator	1.00			\$29,087	\$9,696	\$38,783
0015	Title Administrative Assistant II	1.00	\$24,914	\$8,305			\$33,219
0016	Title Billing Specialist	1.00	\$23,268	\$7,756			\$31,024
0017	Title ED, Regional Executive Director	0.45	\$39,089	\$13,030			\$52,119
0018	Title Health Information Management	1.00	\$25,596	\$8,532			\$34,128
0019	Title Learning Partners	1.00	\$52,034	\$17,345			\$69,379
0020	Title Outcomes & Evaluation	0.50	\$17,400	\$5,800			\$23,200
0021	Title Quality Support	0.50	\$28,721	\$9,574			\$38,295
<b>SALARY TOTAL</b>		<b>65.95</b>	<b>\$211,022</b>	<b>\$70,342</b>	<b>\$1,637,777</b>	<b>\$715,154</b>	<b>\$2,634,295</b>
<b>PAYROLL TAXES:</b>							
0030	OASDI old age survivor and disability		\$13,083	\$4,361	\$101,542	\$44,339	\$163,325
0031	FICA/MEDICARE		\$3,060	\$1,020	\$23,748	\$10,370	\$38,198
0032	U.I.		\$4,959	\$1,653	\$38,488	\$16,806	\$61,906
<b>PAYROLL TAX TOTAL</b>			<b>\$21,102</b>	<b>\$7,034</b>	<b>\$163,778</b>	<b>\$71,515</b>	<b>\$263,429</b>
<b>EMPLOYEE BENEFITS:</b>							
0040	Retirement		\$8,441	\$2,814	\$65,511	\$28,606	\$105,372
0041	Workers Compensation		\$6,331	\$2,110	\$48,133	\$21,455	\$78,029
0042	Health Insurance (medical vision, life, dental)		\$23,351	\$7,784	\$181,235	\$79,138	\$291,508
<b>EMPLOYEE BENEFITS TOTAL</b>			<b>\$38,123</b>	<b>\$12,708</b>	<b>\$295,879</b>	<b>\$129,199</b>	<b>\$475,909</b>
<b>SALARY &amp; BENEFITS GRAND TOTAL</b>			<b>\$270,247</b>	<b>\$90,084</b>	<b>\$2,097,434</b>	<b>\$915,868</b>	<b>\$3,373,633</b>
<b>FACILITIES/EQUIPMENT EXPENSES:</b>					<b>Medi-Cal</b>	<b>Non Medi-Cal</b>	<b>Total</b>
					<b>Billable Cost</b>	<b>Billable Cost</b>	
1010	Rent/Lease Building				37,917	12,639	\$50,556
1011	Rent/Lease Equipment				3,122	1,041	\$4,163
1014	Maintenance (facility)				3,342	1,114	\$4,456
1017	Other - Depreciation				4,218	1,406	\$5,624
<b>FACILITY/EQUIPMENT TOTAL</b>					<b>\$48,599</b>	<b>\$16,200</b>	<b>\$64,799</b>
<b>OPERATING EXPENSES:</b>							
1060	Telephone				\$41,127	\$13,709	\$54,836
1062	Postage/Shipping/Printing				1,426	475	\$1,901
1066	Office Supplies & Equipment				4,807	1,602	\$6,409
1069	Program Supplies - Therapeutic				8,437	2,813	\$11,250
1072	Staff Mileage/vehicle maintenance				165,487	55,163	\$220,650
1074	Staff Training/Registration				5,011	1,671	\$6,682
1076	Other - Emergency Flex Funds					63,000	\$63,000
<b>OPERATING EXPENSES TOTAL</b>					<b>\$226,295</b>	<b>\$138,433</b>	<b>\$364,728</b>
<b>FINANCIAL SERVICES EXPENSES:</b>							
1080	Accounting/Bookkeeping						\$0
1081	External Audit				5,453	1,818	7,271
1082	Liability Insurance				17,382	3,030	\$20,412
1083	Other - Administrative Overhead				485,488	161,829	\$647,317
<b>FINANCIAL SERVICES TOTAL</b>					<b>508,323</b>	<b>166,677</b>	<b>\$675,000</b>
<b>SPECIAL EXPENSES (Consultant/Etc.):</b>							
1089	Medication Supports				16,380	5,460	\$21,840
<b>SPECIAL EXPENSES TOTAL</b>					<b>16,380</b>	<b>5,460</b>	<b>\$21,840</b>
<b>TOTAL PROGRAM EXPENSES</b>							<b>\$4,500,000</b>

**Senate Bill 163 Wraparound and Therapeutic Foster Care Services**  
**FamiliosFirst, Inc. dba EMQ FamiliosFirst**  
**Budget - July 1, 2016 to June 30, 2017**

DIRECT SERVICE REVENUE:		Vol/Units of Svc	Rate	Medi-Cal Billable Cost	Non Medi-Cal Billable Cost	\$ Amt.
3000	Mental Health Services <i>(Assessment, Plan of Care, Individual/Family/Group Therapy, Rehab)</i>	94,515	\$2.61	\$246,684		\$246,684
3100	Case Management, Linkage/Brokerage	203,298	\$2.02	\$410,662		\$410,662
3200	Crisis Intervention	6,776	\$3.88	\$26,291		\$26,291
3300	Medication Support	13,553	\$4.82	\$65,325		\$65,325
3400	Collateral	27,105	\$2.61	\$70,744		\$70,744
3500	Court Documentation, Report, Appearance					\$0
3600	Psychological evaluation					\$0
3700	ICC-Case Management	135,527	\$2.02	\$273,765		\$273,765
3800	IHBS-Rehab	874,149	\$2.61	\$2,281,529		\$2,281,529
3900	SB Non Billable Services	1,022,727	\$1.10		\$1,125,000	\$1,125,000
<b>DIRECT SERVICE REVENUE TOTAL</b>		<b>2,377,650</b>		<b>\$ 3,375,000</b>	<b>\$ 1,125,000</b>	<b>\$4,500,000</b>

OTHER REVENUE:						
4000	Other					\$0
4100	Other					\$0
4200	Other					\$0
4300	Other					\$0
<b>OTHER REVENUE TOTAL</b>						<b>\$0</b>

**TOTAL PROGRAM REVENUE** **\$4,500,000**

<u>1,667,500</u>	Medi-Cal Revenue 50% FFP
<u>1,350,000</u>	Medi-Cal Revenue 40% EPSDT (2011 Realignment)
<u>337,500</u>	Medi-Cal Revenue 10% County SB163 Trust Fund
<b>\$ 3,375,000</b>	<b>Total Medi-Cal Revenue</b>
<u>1,354,923</u>	<b>Total Medi-Cal Units</b>
<b>\$ 2.49</b>	<b>Medi-Cal cost per unit</b>
<u>\$ 1,125,000</u>	<b>Non Medi-Cal Billable Service Cost</b>
<u>1,022,727</u>	<b>Total Non-Medi-Cal Billable units</b>
<b>\$ 1.10</b>	<b>Non Medi-Cal cost per unit</b>

**Annualized Total Summary**

	\$Dollar Amount	%Percentage%
Medi-Cal Billable Cost	\$ 3,375,000	75%
Non Medi-Cal Billable Cost	\$ 1,125,000	25%
<b>Total</b>	<b>\$ 4,500,000</b>	

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b> <b>FamiliosFirst, Inc. dba EMQ FamiliosFirst</b> <b>Budget - July 1, 2016 to June 30, 2017</b>	
<b>PROPOSED BUDGET DETAIL NARRATIVE</b>	
<b>BUDGET NARRATIVE</b>	
<b>0001 Associate Director</b>	<b>Total Amount</b>
1.0 FTE at a salary of \$82,493 = \$82,493	<b>\$ 82,493</b>
Master's degree (MA/MS). Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision with three to ten years of experience in healthcare/psychology/behavioral/mental health. The Associate Director assists the clinical director with implementing strategies to accomplish the agency annual priorities at the program level. Directs and develops managers, ensures CPMS are competent and have all tools necessary to lead teams.	
<b>0002 Clinician I</b>	<b>Total Amount</b>
4.0 FTE at average salary of \$48,031 = \$192,124	<b>\$ 192,124</b>
Master's Degree (MA/MS) and at least two years of experience working with youth, young adults and families in a therapeutic environment is required. If unlicensed must be a registered intern with the Board of Behavioral Sciences and receiving appropriate clinical supervision. Provides psychotherapy and psychotherapeutic support to children and families.	
<b>0003 Clinical Director</b>	<b>Total Amount</b>
0.5 FTE at a salary of \$91,060 = \$45,530	<b>\$ 45,530</b>
Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Provides regional leadership and effectively manages, develops, maintains, monitors and ensures the clinical quality in multiple clinical programs.	
<b>0004 Community Development Specialist (RCL)</b>	<b>Total Amount</b>
1.0 FTE at a salary of \$33,653 = \$33,653	<b>\$ 33,653</b>
Bachelor's Degree (BA/ BS) in Marketing or related field preferred. The community development specialist develops resources that support the needs of young people and families receiving agency services. Inspires and ensures community engagement in therapeutic and strength based opportunities to enhance or create mental health programs.	
<b>0005 Addiction Prevention Counselor</b>	<b>Total Amount</b>
3.0 FTE at an average salary of \$34,321 = \$102,963	<b>\$ 102,963</b>
Bachelor's degree (BA/ BS) or higher in Psychology, Counseling or Social Work; certified drug and alcohol counselor is preferred. Two to four years related experience or an equivalent combination of education and experience working with youth or young adults with co-occurring disorders.	
<b>0006 Education/Vocational Specialist</b>	<b>Total Amount</b>
3.0 FTE at an average salary of \$34,256 = \$102,768	<b>\$ 102,768</b>
Associate's Degree (AA/ AS) AND six (6) years related experience in a mental health/education/vocational setting required. • OR Bachelor's Degree (BA/BS) AND four (4) years related experience in a mental health/education/vocational setting required. • OR Master's Degree (MA/ MS) in a mental health related field AND two (2) years related experience in a mental health setting required.	

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b> <b>FamiliesFirst, Inc. dba EMQ FamiliesFirst</b> <b>Budget - July 1, 2016 to June 30, 2017</b>	
<b>0007 Clinical Program Manager</b>	Total Amount \$ 254,860
4.0 FTE at an average salary of \$63,715 = \$254,860 Master's degree (MA/MS) required in a related field; two to four years related experience. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Hires, develops, trains, manages and retains clinical program staff.	
<b>0008 Facilitator</b>	Total Amount \$ 466,824
12.0 FTE at an average salary of \$38,902 = \$466,824 Master's Degree (MS/ MA) in Psychology, Social Work, Counseling or related field required. Works in the family's home and a variety of community and/or treatment settings, coordinates services with an understanding of the complexity of each family while blending the clinical care of the youth with the facilitation of the life domain planning process.	
<b>0009 Family Partner (RCL)</b>	Total Amount \$ 135,572
4.0 FTE at an average salary of \$33,893 = \$135,572 High School Diploma or General Education Development (GED) required; some college education is preferred. Three years of experience as a parent or caregiver of child with special needs. Implements family friendly practices by providing a parent's perspective to the routine operations and developments of programs.	
<b>0010 Family Specialist</b>	Total Amount \$ 662,706
22.0 FTE at an average salary of \$30,123 = \$662,706 Bachelor's degree (BA/BS) required; six months, one year, or two years of experience working with SED children required, dependent upon connect, OR equivalent combination of education and experience. Develops a strength based relationship with youth and caregivers in order to intervene with maladaptive behaviors while developing the youths strengths and interests.	
<b>0011 Family Service Coordinator: Family Finding</b>	Total Amount \$ 40,010
1.0 FTE at a salary of \$40,010 = \$40,010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) with two years of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly with children and adults. Is responsible for developing and coordinating family-centered teams.	
<b>0012 Family Services Coordinator</b>	Total Amount \$ 40,010
1.0 FTE at an average salary of \$40,010 = \$40,010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) with two years of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly with children and adults. Is responsible for developing and coordinating family-centered teams.	
<b>0013 Program Supervisor</b>	Total Amount \$ 154,635
3.0 FTE at an average salary of \$51,545 = \$154,635 Bachelor's Degree (BA/ BS) in Psychology, Social Work, Counseling, Education or related field. Minimum of three (3) years of experience in social or mental health services delivery, residential care supervision or education required. Hires, develops, trains and manages program staff. Coordinates and supervises daily program operations.	
<b>0014 Intake Coordinator</b>	Total Amount \$ 38,783
1.0 FTE at a salary of \$38,783 = \$38,783 Bachelor's degree (BA) in social work, psychology, marriage, child and family counseling, counseling psychology; minimum of two years of experience working with dependent children is required. This position is responsible for placement of clients into the program.	



<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b>	
<b>FamiliesFirst, Inc. dba EMQ FamiliesFirst</b>	
<b>Budget - July 1, 2016 to June 30, 2017</b>	
<b>0015 Administrative Assistant II</b>	Total Amount \$ 33,219
1.0 FTE at a salary of \$33,219 = \$33,219 High school diploma, GED or equivalent combination of education and experience required. The administrative assistant II provides administrative support to program staff; performs private insurance billing and handles all flex funds for the Wrap program.	
<b>0016 Billing Specialist</b>	Total Amount \$ 31,024
1.0 FTE at an average salary of \$31,024 = \$31,024 High school diploma, GED or equivalent combination of education and experience required. This position inputs the EPSDT billing into Avatar along with reconciliation and preparation of claim certification and inputs the units and flex funds on SB163 invoice.	
<b>0017 ED, Regional Executive Director</b>	Total Amount \$ 52,119
0.45 FTE at a salary of \$115,818 = \$52,119 Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling, Administration, Business or related field is required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. This position provides leadership, strategic direction and operational oversight. This position provides leadership, strategic direction and operational oversight.	
<b>0018 Health Information Management</b>	Total Amount \$ 34,128
1.0 FTE at a salary of \$34,128 = \$34,128 Associates degree (AA/AS) required with one year direct work experience. Database, Visual Basic, and/or Crystal Reports experience required. Basic knowledge of legal issues regarding releases of information and other medical records issues required. Technical training on report writing in a database environment required.	
<b>0019 Learning Partners</b>	Total Amount \$ 69,379
1.0 FTE at an average salary of \$69,379 = \$69,379 Bachelor's Degree (BA/BS) or equivalent experience in related field required. Two years of experience in education/learning/training. Assesses learning needs, designs, develops and presents leaning activities.	
<b>0020 Outcomes Evaluation</b>	Total Amount \$ 23,200
0.5 FTE at a salary of \$46,400 = \$23,200 Bachelor's degree (BA/BS) required with six years research experience with statistical analysis software, database development, management, merging of multiple databases. Four (4) years of related experience in literature review, program research, data collection, intermediate-advanced evaluation, and advanced knowledge and usage of statistical software package. Minimum of one (1) year experience in training research activities and lead responsibilities in research projects.	
<b>0021 Quality Support</b>	Total Amount \$ 38,295
0.5 FTE at a salary of \$76,589 = \$38,295 Master's Degree (MA/ MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Develops, maintains, and manages operational infrastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality and manages operational infrastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality assurance structures, training structures, outcomes evaluation structures, risk management oversight) for a distinct geographic region in compliance with agency standards.	
<b>0030 OASDI</b>	Total Amount \$ 163,325
Calculated at 6.2% of salaries.	
	Total Amount

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b>	
<b>FamiliesFirst, Inc. dba EMQ FamiliesFirst</b>	
<b>Budget - July 1, 2016 to June 30, 2017</b>	
<b>0031 FICA/MEDICARE</b>	<b>\$ 38,198</b>
Calculated at 1.45% of salaries.	
<b>0032 UI</b>	<b>Total Amount \$ 61,906</b>
Calculated at 2.35% of salaries.	
<b>0040 Retirement</b>	<b>Total Amount \$ 105,372</b>
Calculated at 4.0% of salaries.	
<b>0041 Workers Compensation</b>	<b>Total Amount \$ 79,029</b>
Calculated at 3.0% of salaries.	
<b>0042 Health insurance (medical, vision, life, dental)</b>	<b>Total Amount \$ 291,508</b>
Calculated at approximately 11% of salaries.	
<b>1010 Rent/Lease Building</b>	<b>Total Amount \$ 50,556</b>
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes building, storage and file storage unit rental payments and all the costs associated with storing and retrieving of client, personnel or other files or records.	
<b>1011 Rent/Lease Equipment</b>	<b>Total Amount \$ 4,163</b>
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes rental payments for equipment including leased copiers, faxes, postage machines, phone systems, laptops or other communication, office or facility equipment.	
<b>1014 Maintenance (facility)</b>	<b>Total Amount \$ 4,456</b>
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes common area maintenance on leased building charges, maintenance/building repair charges, HVAC maintenance and repair, landscaping, janitorial services, confidential paper shredding services, in-house or outside equipment repair and labor.	
<b>1017 Other-Depreciation</b>	<b>Total Amount \$ 5,624</b>
Depreciation includes deprecation on leasehold improvements, office furniture/fixtures and equipment meeting amortization thresholds. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	
<b>1060 Telephone</b>	<b>Total Amount \$ 54,836</b>
Cell phones, Land Lines, DSL, fax charges, phone system; also wireless cards for laptop computers enabling us to maintain a fully functional mobile work force to deliver in-home services. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b> <b>FamillesFirst, Inc. dba EMQ FamillesFirst</b> <b>Budget - July 1, 2016 to June 30, 2017</b>	
<b>1062 Postage/Shipping/Printing</b>	Total Amount \$ 1,901
Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyers when reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends. Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyers when reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	
<b>1066 Office Supplies &amp; Equipment</b>	Total Amount \$ 6,409
Office supplies and equipment include, but are not limited to: paper, pens, files, staplers, break rooms supplies such as coffee, paper cups, plastic utensils are also included. Costs are allocated between programs on the basis of direct labor dollars and have been estimated based on historical trends.	
<b>1069 Program Supplies-Therapeutic</b>	Total Amount \$ 11,250
Includes those supplies utilized in the direct delivery of therapeutic services to clients. Cost is estimated to be approximately \$15.00 per direct care staff per month. Materials, cash payments, outing costs, etc. used to motivate or reinforce desired behavior.	
<b>1072 Staff Mileage/vehicle maintenance</b>	Total Amount \$ 220,650
Primarily includes mileage reimbursement paid (at the current federal rate to staff supporting program or program related activities. In addition, a component of travel costs may include overnight travel by staff for training, meetings or conferences. This figure also takes into consideration that we anticipate that the majority of all program services will be delivered in the community. Also includes the transportation of clients. Costs are estimated to be approximately 9.38% of direct personnel costs prior to taxes and benefits.	
<b>1074 Staff Training/ Registration</b>	Total Amount \$ 6,682
Includes ongoing training in the Wraparound model of care, organizational tools, team/organizational psychology, philosophy of client based services, integration of roles/team dynamics, assessment and individualized treatment planning, general services, organized admissions, and individualized treatment planning associated with the Wraparound system of care. Also includes other mandatory trainings such as first aid and CPR.	
<b>1076 Other - Emergency Flex Funds</b>	Total Amount \$ 63,000
Cost of "whatever it takes" flexible funding for client needs to maintain growth, functioning and recovery. Flexible funds were budgeted at \$35 per client per month. Requests above \$300 are approved by the Wraparound Community Team.	
<b>1081 External Audit</b>	Total Amount \$ 7,271
Includes annual audit insuring all financial records are relevant and accurate and in compliance with state and federal laws and regulations. Audit costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical costs.	
<b>1082 Liability Insurance</b>	Total Amount \$ 20,412
Includes general business liability and property coverage along with professional liability insurance.	

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliosFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2016 to June 30, 2017	
<b>1083 Other-Administrative Overhead</b>	Total Amount \$ 647,317
Represents the indirect costs of the agency's general and administrative shared support services such as finance, accounting, billing, human resources, clinical administration, information technology, quality assurance and outcomes/evaluation, insurance, professional fees, HIPAA compliance and clinical record audits, quality management oversight of Medi-Cal records, risk management and program fidelity, recruiting and human resources support, MIS infrastructure & QI/UM department support and oversight as well as executive management. Costs that cannot be specifically charged to a program are allocated to programs on the basis of direct labor program costs prior to the addition of taxes and benefits. Indirect costs have been budgeted at 15% of program costs.	
<b>1089 Medication Supports</b>	Total Amount \$ 21,840
This is a contract position estimated at to cost \$175 per hour. The psychiatrist will be required to provide 2.61 hours per week, or approximately 10.44 hours per month (\$1,820 per month x 12 months = \$21,840) and will provide medical oversight/supervision of program services.	
<b>3000-3900 Medi-Cal Revenues</b>	Total Amount \$ 4,500,000
Medi-Cal eligibility is estimated to be 90% of all clients served. For the purpose of a conservative revenue projection, only the clinicians, facilitators and family specialists were assumed to be billable positions. Blend of service and unit volume are based on EMQ FamiliesFirst's experience in delivering mental health services in its existing Wraparound program. This budget assumes full staff and full census on day one and projects Medi-Cal revenue generation of \$3,375,000 for the initial 12 month period. These revenue figures are based on a case management rate of \$2.02 per minute, a mental health rate of \$2.61 per minute, a medication support rate of \$4.82 per minute, a collateral rate of \$2.61 per minute and a crisis intervention rate of \$3.88 per minute. The blend of services is anticipated to be 7% case management, 15% mental health, 1% crisis intervention, 1% medication support, 2% collateral, 10% ICC-case management, 64% IBHS-rehab.	

**Senate Bill 163 Wraparound and Therapeutic Foster Care Services**  
**FamiliesFirst, Inc. dba EMQ FamiliesFirst**  
**Budget - July 1, 2016 to June 30, 2017**

It is recognized that overhead cost is part of every organizations cost of doing business to evaluate direct service cost versus overhead cost, please utilize this page to delineate what makes up your agencies overhead.

Below is an example of overhead cost components/categories, please feel free to adjust to best represent your agency

Cost Categories	Amount Requested	Explanation
Accounting/Finance	129,463	Agency corporate general accounting and financial services
Human Resources	129,463	Agency human resources and administration, including recruiting, training and employee development
Information Tech.	194,195	Agency network, communication, security, application development and maintenance
Executive Management	97,098	Agency management and leadership and administration
Training /Quality/Compliance	97,098	Agency corporate training, quality, and compliance requirements
<b>Total</b>	<b>647,317</b>	

- 1) Please provide your agency's total administrative overhead cost. **\$13,000,000**
- 2) Please provide the percentage of your agency's total administrative overhead cost, as is it relates to your total agency cost. **15%**
- 3) Please indicate your agency's proposed total cost for this service component. **\$4,500,000**
- 4) Please indicate the percentage of your agency's administrative overhead cost charge, as it relates to the total cost proposed for this service component. **15%**
- 5) Please indicate the percentage of the total agency's administrative overhead cost, charged under this service component as it relates to your agency's total administrative cost. **5%**

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b>							
<b>FamillesFirst, Inc. dba EMQ FamillesFirst</b>							
<b>Budget - July 1, 2017 to June 30, 2018</b>							
Budget Categories -		FTE %	Total Proposed Budget				
			Non Direct Consumer Cost		Direct Consumer Cost		Total
Line Item Description (Must be Itemized)		Billable Cost	Non Medi-Cal Billable Cost	Medi-Cal Billable Cost	Non Medi-Cal Billable Cost		
<b>PERSONNEL SALARIES:</b>							
0001	Title Associate Director	1.00			\$61,870	\$20,623	\$82,493
0002	Title Clinician I	4.00			\$144,093	\$48,031	\$192,124
0003	Title Clinical Director	0.50			\$34,147	\$11,383	\$45,530
0004	Title Community Development Spec (RCL)	1.00				\$33,653	\$33,653
0005	Title Addiction Prevention Counselor	3.00			\$77,222	\$25,741	\$102,963
0006	Title Education/Vocational Specialist	3.00			\$77,076	\$25,692	\$102,768
0007	Title Clinical Program Manager	4.00			\$191,145	\$63,715	\$254,860
0008	Title Facilitator	12.00			\$350,118	\$116,706	\$466,824
0009	Title Family Partner (RCL)	4.00				\$135,572	\$135,572
0010	Title Family Specialist	22.00			\$497,029	\$165,677	\$662,706
0011	Title Family Services Coordinator: Family Finding	1.00			\$30,007	\$10,003	\$40,010
0012	Title Family Service Coordinator	1.00			\$30,007	\$10,003	\$40,010
0013	Title Program Supervisor	3.00			\$115,976	\$38,659	\$154,635
0014	Title Intake Coordinator	1.00			\$29,087	\$9,696	\$38,783
0015	Title Administrative Assistant II	1.00	\$24,914	\$8,305			\$33,219
0016	Title Billing Specialist	1.00	\$23,268	\$7,756			\$31,024
0017	Title ED, Regional Executive Director	0.45	\$39,089	\$13,030			\$52,119
0018	Title Health Information Management	1.00	\$25,596	\$8,532			\$34,128
0019	Title Learning Partners	1.00	\$52,034	\$17,345			\$69,379
0020	Title Outcomes & Evaluation	0.50	\$17,400	\$5,800			\$23,200
0021	Title Quality Support	0.50	\$28,721	\$9,574			\$38,295
<b>SALARY TOTAL</b>		<b>65.95</b>	<b>\$211,022</b>	<b>\$70,342</b>	<b>\$1,637,777</b>	<b>\$715,154</b>	<b>\$2,634,295</b>
<b>PAYROLL TAXES:</b>							
0030	OASDI old age survivor and disability		\$13,083	\$4,361	\$101,542	\$44,339	\$163,325
0031	FICA/MEDICARE		\$3,060	\$1,020	\$23,748	\$10,370	\$38,198
0032	U.I.		\$4,959	\$1,653	\$36,488	\$16,806	\$61,906
<b>PAYROLL TAX TOTAL</b>			<b>\$21,102</b>	<b>\$7,034</b>	<b>\$163,778</b>	<b>\$71,515</b>	<b>\$263,429</b>
<b>EMPLOYEE BENEFITS:</b>							
0040	Retirement		\$8,441	\$2,814	\$65,511	\$28,606	\$105,372
0041	Workers Compensation		\$6,331	\$2,110	\$49,133	\$21,455	\$79,029
0042	Health Insurance (medical vision, life, dental)		\$23,351	\$7,784	\$181,235	\$79,138	\$291,508
<b>EMPLOYEE BENEFITS TOTAL</b>			<b>\$38,123</b>	<b>\$12,708</b>	<b>\$295,879</b>	<b>\$129,199</b>	<b>\$475,909</b>
<b>SALARY &amp; BENEFITS GRAND TOTAL</b>			<b>\$270,247</b>	<b>\$90,084</b>	<b>\$2,097,434</b>	<b>\$915,858</b>	<b>\$3,373,633</b>
<b>FACILITIES/EQUIPMENT EXPENSES:</b>					Medi-Cal	Non Medi-Cal	
					Billable Cost	Billable Cost	Total
1010	Rent/Lease Building				37,917	12,639	\$50,556
1011	Rent/Lease Equipment				3,122	1,041	\$4,163
1014	Maintenance (facility)				3,342	1,114	\$4,456
1017	Other - Depreciation				4,218	1,406	\$5,624
<b>FACILITY/EQUIPMENT TOTAL</b>					<b>\$48,599</b>	<b>\$16,200</b>	<b>\$64,799</b>
<b>OPERATING EXPENSES:</b>							
1060	Telephone				\$41,127	\$13,709	\$54,836
1062	Postage/Shipping/Printing				1,426	475	\$1,901
1066	Office Supplies & Equipment				4,807	1,602	\$6,409
1069	Program Supplies - Therapeutic				8,437	2,813	\$11,250
1072	Staff Mileage/vehicle maintenance				165,487	55,163	\$220,650
1074	Staff Training/Registration				5,011	1,671	\$6,682
1076	Other - Emergency Flex Funds					63,000	\$63,000
<b>OPERATING EXPENSES TOTAL</b>					<b>\$226,295</b>	<b>\$138,433</b>	<b>\$364,728</b>
<b>FINANCIAL SERVICES EXPENSES:</b>							
1080	Accounting/Bookkeeping						\$0
1081	External Audit				5,453	1,818	7,271
1082	Liability Insurance				17,382	3,030	\$20,412
1083	Other - Administrative Overhead				485,488	161,829	\$647,317
<b>FINANCIAL SERVICES TOTAL</b>					<b>508,323</b>	<b>166,677</b>	<b>\$675,000</b>
<b>SPECIAL EXPENSES (Consultant/Etc.):</b>							
1089	Medication Supports				16,380	5,460	\$21,840
<b>SPECIAL EXPENSES TOTAL</b>					<b>16,380</b>	<b>5,460</b>	<b>\$21,840</b>
<b>TOTAL PROGRAM EXPENSES</b>							
<b>\$4,500,000</b>							

**Senate Bill 163 Wraparound and Therapeutic Foster Care Services**  
**FamillesFirst, Inc. dba EMQ FamillesFirst**  
**Budget - July 1, 2017 to June 30, 2018**

DIRECT SERVICE REVENUE:		Vol/Units of Svc	Rate	Medi-Cal Billable Cost	Non Medi-Cal Billable Cost	\$ Amt.
3000	Mental Health Services <i>(Assessment, Plan of Care, Individual/Family/Group Therapy, Rehab)</i>	94,515	\$2.61	\$246,684		\$246,684
3100	Case Management, Linkage/Brokerage	203,298	\$2.02	\$410,662		\$410,662
3200	Crisis Intervention	6,776	\$3.88	\$26,291		\$26,291
3300	Medication Support	13,553	\$4.82	\$65,325		\$65,325
3400	Collateral	27,105	\$2.61	\$70,744		\$70,744
3500	Court Documentation, Report, Appearance					\$0
3600	Psychological evaluation					\$0
3700	ICC-Case Management	135,527	\$2.02	\$273,765		\$273,765
3800	IHBS-Rehab	674,149	\$2.61	\$2,281,529		\$2,281,529
3900	SB Non Billable Services	1,022,727	\$1.10		\$1,125,000	\$1,125,000
<b>DIRECT SERVICE REVENUE TOTAL</b>		<b>2,377,650</b>		<b>\$ 3,375,000</b>	<b>\$ 1,125,000</b>	<b>\$4,500,000</b>

OTHER REVENUE:						
4000	Other					\$0
4100	Other					\$0
4200	Other					\$0
4300	Other					\$0
<b>OTHER REVENUE TOTAL</b>						<b>\$0</b>

**TOTAL PROGRAM REVENUE** **\$4,500,000**

<u>1,687,500</u>	Medi-Cal Revenue 50% FFP
<u>1,350,000</u>	Medi-Cal Revenue 40% EPSDT (2011 Realignment)
<u>337,500</u>	Medi-Cal Revenue 10% County SB163 Trust Fund
<b>\$ 3,375,000</b>	<b>Total Medi-Cal Revenue</b>
<b>1,354,923</b>	<b>Total Medi-Cal Units</b>
<b>\$ 2.49</b>	<b>Medi-Cal cost per unit</b>
<b>\$ 1,125,000</b>	<b>Non Medi-Cal Billable Service Cost</b>
<b>1,022,727</b>	<b>Total Non-Medi-Cal Billable units</b>
<b>\$ 1.10</b>	<b>Non Medi-Cal cost per unit</b>

**Annualized Total Summary**

	\$Dollar Amount	%Percentage%
Medi-Cal Billable Cost	\$ 3,375,000	75%
Non Medi-Cal Billable Cost	\$ 1,125,000	25%
<b>Total</b>	<b>\$ 4,500,000</b>	

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2017 to June 30, 2018	
PROPOSED BUDGET DETAIL NARRATIVE	
BUDGET NARRATIVE	
<b>0001 Associate Director</b>	Total Amount \$ 82,493
1.0 FTE at a salary of \$82,493 = \$82,493 Master's degree (MA/MS). Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision with three to ten years of experience in healthcare/psychology/behavioral/mental health. The Associate Director assists the clinical director with implementing strategies to accomplish the agency annual priorities at the program level. Directs and develops managers, ensures CPMS are competent and have all tools necessary to lead teams.	
<b>0002 Clinician I</b>	Total Amount \$ 192,124
4.0 FTE at average salary of \$48,031 = \$192,124 Master's Degree (MA/MS) and at least two years of experience working with youth, young adults and families in a therapeutic environment is required. If unlicensed must be a registered intern with the Board of Behavioral Sciences and receiving appropriate clinical supervision. Provides psychotherapy and psychotherapeutic support to children and families.	
<b>0003 Clinical Director</b>	Total Amount \$ 45,530
0.5 FTE at a salary of \$91,060 = \$45,530 Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Provides regional leadership and effectively manages, develops, maintains, monitors and ensures the clinical quality in multiple clinical programs.	
<b>0004 Community Development Specialist (RCL)</b>	Total Amount \$ 33,653
1.0 FTE at a salary of \$33,653 = \$33,653 Bachelor's Degree (BA/ BS) in Marketing or related field preferred. The community development specialist develops resources that support the needs of young people and families receiving agency services. Inspires and ensures community engagement in therapeutic and strength based opportunities to enhance or create mental health programs.	
<b>0005 Addiction Prevention Counselor</b>	Total Amount \$ 102,963
3.0 FTE at an average salary of \$34,321 = \$102,963 Bachelor's degree (BA/ BS) or higher in Psychology, Counseling or Social Work; certified drug and alcohol counselor is preferred. Two to four years related experience or an equivalent combination of education and experience working with youth or young adults with co-occurring disorders.	
<b>0006 Education/Vocational Specialist</b>	Total Amount \$ 102,768
3.0 FTE at an average salary of \$34,256 = \$102,768 Associate's Degree (AA/ AS) AND six (6) years related experience in a mental health/education/vocational setting required. • OR Bachelor's Degree (BA/BS) AND four (4) years related experience in a mental health/education/vocational setting required. • OR Master's Degree (MA/ MS) in a mental health related field AND two (2) years related experience in a mental health setting required.	



<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b> <b>FamiliesFirst, Inc. dba EMQ FamiliesFirst</b> <b>Budget - July 1, 2017 to June 30, 2018</b>	
<b>0007 Clinical Program Manager</b>	Total Amount \$ 254,860
4.0 FTE at an average salary of \$63,715 = \$254,860 Master's degree (MA/MS) required in a related field; two to four years related experience. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Hires, develops, trains, manages and retains clinical program staff.	
<b>0008 Facilitator</b>	Total Amount \$ 466,824
12.0 FTE at an average salary of \$38,902 = \$466,824 Master's Degree (MS/ MA) in Psychology, Social Work, Counseling or related field required. Works in the family's home and a variety of community and/or treatment settings, coordinates services with an understanding of the complexity of each family while blending the clinical care of the youth with the facilitation of the life domain planning process.	
<b>0009 Family Partner (RCL)</b>	Total Amount \$ 135,572
4.0 FTE at an average salary of \$33,893 = \$135,572 High School Diploma or General Education Development (GED) required; some college education is preferred. Three years of experience as a parent or caregiver of child with special needs. Implements family friendly practices by providing a parent's perspective to the routine operations and developments of programs.	
<b>0010 Family Specialist</b>	Total Amount \$ 662,706
22.0 FTE at an average salary of \$30,123 = \$662,706 Bachelor's degree (BA/BS) required; six months, one year, or two years of experience working with SED children required, dependent upon connect, OR equivalent combination of education and experience. Develops a strength based relationship with youth and caregivers in order to intervene with maladaptive behaviors while developing the youths strengths and interests.	
<b>0011 Family Service Coordinator: Family Finding</b>	Total Amount \$ 40,010
1.0 FTE at a salary of \$40,010 = \$40,010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) with two years of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly with children and adults. Is responsible for developing and coordinating family-centered teams.	
<b>0012 Family Services Coordinator</b>	Total Amount \$ 40,010
1.0 FTE at an average salary of \$40,010 = \$40,010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) with two years of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly with children and adults. Is responsible for developing and coordinating family-centered teams.	
<b>0013 Program Supervisor</b>	Total Amount \$ 154,635
3.0 FTE at an average salary of \$51,545 = \$154,635 Bachelor's Degree (BA/ BS) in Psychology, Social Work, Counseling, Education or related field. Minimum of three (3) years of experience in social or mental health services delivery, residential care supervision or education required. Hires, develops, trains and manages program staff. Coordinates and supervises daily program operations.	
<b>0014 Intake Coordinator</b>	Total Amount \$ 38,783
1.0 FTE at a salary of \$38,783 = \$38,783 Bachelor's degree (BA) in social work, psychology, marriage, child and family counseling, counseling psychology; minimum of two years of experience working with dependent children is required. This position is responsible for placement of clients into the program.	

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b> <b>FamiliesFirst, Inc. dba EMQ FamiliesFirst</b> <b>Budget - July 1, 2017 to June 30, 2018</b>	
<b>0015 Administrative Assistant II</b>	Total Amount \$ 33,219
1.0 FTE at a salary of \$33,219 = \$33,219 High school diploma, GED or equivalent combination of education and experience required. The administrative assistant II provides administrative support to program staff; performs private insurance billing and handles all flex funds for the Wrap program.	
<b>0016 Billing Specialist</b>	Total Amount \$ 31,024
1.0 FTE at an average salary of \$31,024 = \$31,024 High school diploma, GED or equivalent combination of education and experience required. This position inputs the EPSDT billing into Avatar along with reconciliation and preparation of claim certification and inputs the units and flex funds on SB163 invoice.	
<b>0017 ED, Regional Executive Director</b>	Total Amount \$ 52,119
0.45 FTE at a salary of \$115,818 = \$52,119 Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling, Administration, Business or related field is required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. This position provides leadership, strategic direction and operational oversight. This position provides leadership, strategic direction and operational oversight.	
<b>0018 Health Information Management</b>	Total Amount \$ 34,128
1.0 FTE at a salary of \$34,128 = \$34,128 Associates degree (AA/AS) required with one year direct work experience. Database, Visual Basic, and/or Crystal Reports experience required. Basic knowledge of legal issues regarding releases of information and other medical records issues required. Technical training on report writing in a database environment required.	
<b>0019 Learning Partners</b>	Total Amount \$ 69,379
1.0 FTE at an average salary of \$69,379 = \$69,379 Bachelor's Degree (BA/BS) or equivalent experience in related field required. Two years of experience in education/learning/training. Assesses learning needs, designs, develops and presents learning activities.	
<b>0020 Outcomes Evaluation</b>	Total Amount \$ 23,200
0.5 FTE at a salary of \$46,400 = \$23,200 Bachelor's degree (BA/BS) required with six years research experience with statistical analysis software, database development, management, merging of multiple databases. Four (4) years of related experience in literature review, program research, data collection, intermediate-advanced evaluation, and advanced knowledge and usage of statistical software package. Minimum of one (1) year experience in training research activities and lead responsibilities in research projects.	
<b>0021 Quality Support</b>	Total Amount \$ 38,295
0.5 FTE at a salary of \$76,589 = \$38,295 Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Develops, maintains, and manages operational infrastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality and manages operational infrastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality assurance structures, training structures, outcomes evaluation structures, risk management oversight) for a distinct geographic region in compliance with agency standards.	
<b>0030 OASD1</b>	Total Amount \$ 163,325
Calculated at 6.2% of salaries.	
	Total Amount

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamillesFirst, Inc. dba EMQ FamillesFirst Budget - July 1, 2017 to June 30, 2018	
<b>0031 FICA/MEDICARE</b> Calculated at 1.45% of salaries.	Total Amount \$ 38,198
<b>0032 UI</b> Calculated at 2.35% of salaries.	Total Amount \$ 61,906
<b>0040 Retirement</b> Calculated at 4.0% of salaries.	Total Amount \$ 105,372
<b>0041 Workers Compensation</b> Calculated at 3.0% of salaries.	Total Amount \$ 79,029
<b>0042 Health insurance (medical, vision, life, dental)</b> Calculated at approximately 11% of salaries.	Total Amount \$ 291,508
<b>1010 Rent/Lease Building</b> All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes building, storage and file storage unit rental payments and all the costs associated with storing and retrieving of client, personnel or other files or records.	Total Amount \$ 50,556
<b>1011 Rent/Lease Equipment</b> All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes rental payments for equipment including leased copiers, faxes, postage machines, phone systems, laptops or other communication, office or facility equipment.	Total Amount \$ 4,163
<b>1014 Maintenance (facility)</b> All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the utilization of the agency's existing office in Fresno. This includes common area maintenance on leased building charges, maintenance/building repair charges, HVAC maintenance and repair, landscaping, janitorial services, confidential paper shredding services, in-house or outside equipment repair and labor.	Total Amount \$ 4,456
<b>1017 Other-Depreciation</b> Depreciation includes depreciation on leasehold improvements, office furniture/fixtures and equipment meeting amortization thresholds. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	Total Amount \$ 5,624
<b>1060 Telephone</b> Cell phones, Land Lines, DSL, fax charges, phone system; also wireless cards for laptop computers enabling us to maintain a fully functional mobile work force to deliver in-home services. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	Total Amount \$ 54,836

<b>Senate Bill 163 Wraparound and Therapeutic Foster Care Services</b> <b>FamillesFirst, Inc. dba EMQ FamillesFirst</b> <b>Budget - July 1, 2017 to June 30, 2018</b>	
<b>1052 Postage/Shipping/Printing</b>	Total Amount \$ 1,901
Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyers when reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends. Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyers when reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends.	
<b>1066 Office Supplies &amp; Equipment</b>	Total Amount \$ 6,409
Office supplies and equipment include, but are not limited to: paper, pens, files, staplers, break rooms supplies such as coffee, paper cups, plastic utensils are also included. Costs are allocated between programs on the basis of direct labor dollars and have been estimated based on historical trends.	
<b>1069 Program Supplies-Therapeutic</b>	Total Amount \$ 11,250
Includes those supplies utilized in the direct delivery of therapeutic services to clients. Cost is estimated to be approximately \$15.00 per direct care staff per month. Materials, cash payments, outing costs, etc. used to motivate or reinforce desired behavior.	
<b>1072 Staff Mileage/vehicle maintenance</b>	Total Amount \$ 220,650
Primarily includes mileage reimbursement paid (at the current federal rate to staff supporting program or program related activities. In addition, a component of travel costs may include overnight travel by staff for training, meetings or conferences. This figure also takes into consideration that we anticipate that the majority of all program services will be delivered in the community. Also includes the transportation of clients. Costs are estimated to be approximately 9.38% of direct personnel costs prior to taxes and benefits.	
<b>1074 Staff Training/ Registration</b>	Total Amount \$ 6,682
Includes ongoing training in the Wraparound model of care, organizational tools, team/organizational psychology, philosophy of client based services, integration of roles/team dynamics, assessment and individualized treatment planning, general services, organized admissions, and individualized treatment planning associated with the Wraparound system of care. Also includes other mandatory trainings such as first aid and CPR.	
<b>1076 Other - Emergency Flex Funds</b>	Total Amount \$ 63,000
Cost of "whatever it takes" flexible funding for client needs to maintain growth, functioning and recovery. Flexible funds were budgeted at \$35 per client per month. Requests above \$300 are approved by the Wraparound Community Team.	
<b>1081 External Audit</b>	Total Amount \$ 7,271
Includes annual audit insuring all financial records are relevant and accurate and in compliance with state and federal laws and regulations. Audit costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical costs.	
<b>1082 Liability Insurance</b>	Total Amount \$ 20,412
Includes general business liability and property coverage along with professional liability insurance.	

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2017 to June 30, 2018	
<b>1083 Other-Administrative Overhead</b>	Total Amount \$ 647,317
Represents the indirect costs of the agency's general and administrative shared support services such as finance, accounting, billing, human resources, clinical administration, information technology, quality assurance and outcomes/evaluation, insurance, professional fees, HIPAA compliance and clinical record audits, quality management oversight of Medi-Cal records, risk management and program fidelity, recruiting and human resources support, MIS infrastructure & QI/UM department support and oversight as well as executive management. Costs that cannot be specifically charged to a program are allocated to programs on the basis of direct labor program costs prior to the addition of taxes and benefits. Indirect costs have been budgeted at 15% of program costs.	
<b>1089 Medication Supports</b>	Total Amount \$ 21,840
This is a contract position estimated at to cost \$175 per hour. The psychiatrist will be required to provide 2.61 hours per week, or approximately 10.44 hours per month (\$1,820 per month x 12 months = \$21,840) and will provide medical oversight/supervision of program services.	
<b>3000-3900 Medi-Cal Revenues</b>	Total Amount \$ 4,500,000
Medi-Cal eligibility is estimated to be 90% of all clients served. For the purpose of a conservative revenue projection, only the clinicians, facilitators and family specialists were assumed to be billable positions. Blend of service and unit volume are based on EMQ FamiliesFirst's experience in delivering mental health services in its existing Wraparound program. This budget assumes full staff and full census on day one and projects Medi-Cal revenue generation of \$3,375,000 for the initial 12 month period. These revenue figures are based on a case management rate of \$2.02 per minute, a mental health rate of \$2.61 per minute, a medication support rate of \$4.82 per minute, a collateral rate of \$2.61 per minute and a crisis intervention rate of \$3.88 per minute. The blend of services is anticipated to be 7% case management, 15% mental health, 1% crisis intervention, 1% medication support, 2% collateral, 10% ICC-case management, 64% IBS-rehab.	

**Senate Bill 163 Wraparound and Therapeutic Foster Care Services**  
**FamillesFirst, Inc. dba EMQ FamillesFirst**  
**Budget - July 1, 2017 to June 30, 2018**

It is recognized that overhead cost is part of every organizations cost of doing business to evaluate direct service cost versus overhead cost, please utilize this page to delineate what makes up your agencies overhead.

Below is an example of overhead cost components/categories, please feel free to adjust to best represent your agency

Cost Categories	Amount Requested	Explanation
Accounting/Finance	129,463	Agency corporate general accounting and financial services
Human Resources	129,463	Agency human resources and administration, including recruiting, training and employee development
Information Tech.	194,195	Agency network, communication, security, application development and maintenance
Executive Management	97,098	Agency management and leadership and administration
Training /Quality/Compliance	97,098	Agency corporate training, quality, and compliance requirements
<b>Total</b>	<b>647,317</b>	

- 1) Please provide your agency's total administrative overhead cost. **\$13,000,000**
- 2) Please provide the percentage of your agency's total administrative overhead cost, as it relates to your total agency cost. **15%**
- 3) Please indicate your agency's proposed total cost for this service component. **\$4,500,000**
- 4) Please indicate the percentage of your agency's administrative overhead cost charge, as it relates to the total cost proposed for this service component. **15%**
- 5) Please indicate the percentage of the total agency's administrative overhead cost, charged under this service component as it relates to your agency's total administrative cost. **5%**

<b>COST PROPOSAL</b>					
<b>FRESNO WRAPAROUND PROGRAM</b>					
<b>JULY 1, 2018 thru SEPTEMBER 30, 2018 (3 Months Budget)</b>					
Budget Categories -			Total Proposed Budget		
Line Item Description (Must be itemized)		FTE %	Admin.	Direct	Total
<b>PERSONNEL SALARIES:</b>					
0001	Associate Director	1.00		\$22,586	\$22,586
0002	Clinical Program Manager	2.00		\$12,928	\$25,856
0003	Clinician I	2.00		\$10,512	\$21,024
0004	Facilitator I	1.00		\$11,783	\$11,783
0005	Family Specialist III	11.70		\$5,712	\$66,830
0006	Program Supervisor	2.00		\$10,669	\$21,338
0007	Education/Vocational Specialist	2.00		\$6,434	\$12,868
0008	Family Partner I	2.00		\$7,750	\$15,500
0009	Admin Assistant I	1.00		\$8,827	\$8,827
0010	Health Info Technician	1.00		\$8,671	\$8,671
0011	Shared Support Staff	0.92	\$46,642		\$42,911
0012	title				\$0
	<b>SALARY TOTAL</b>	<b>26.62</b>			<b>\$258,194</b>
<b>PAYROLL TAXES:</b>					
0030	OASDI				\$16,009
0031	FICA/MEDICARE				\$3,743
0032	SUI				\$3,486
	<b>PAYROLL TAX TOTAL</b>				<b>\$23,238</b>
<b>EMPLOYEE BENEFITS:</b>					
0040	Retirement				\$8,993
0041	Workers Compensation				\$6,036
0042	Health Insurance (medical, vision, life, dental)				\$59,278
	<b>EMPLOYEE BENEFITS TOTAL</b>				<b>\$74,307</b>
	<b>SALARY &amp; BENEFITS GRAND TOTAL</b>				<b>\$355,739</b>
<b>FACILITIES/EQUIPMENT EXPENSES:</b>					
1010	Rent/Lease Building				\$14,529
1011	Rent/Lease Equipment				\$810
1013	Building Maintenance				\$438
	<b>FACILITY/EQUIPMENT TOTAL</b>				<b>\$15,777</b>
<b>OPERATING EXPENSES:</b>					
1060	Telephone				\$5,666
1062	Postage/Shipping/Printing				\$267
1066	Office Supplies & Equipment				\$1,564
1072	Staff Mileage/vehicle maintenance				\$19,618
1074	Staff Training/Registration				\$648
1076	Depreciation - Equipment				\$763
1077	Flex Fund				\$6,400
1078	IT- Application/Licenses				\$1,761

OPERATING EXPENSES TOTAL				\$36,687
FINANCIAL SERVICES EXPENSES:				
1081	External Audit			\$833
1082	Liability Insurance			\$5,213
1083	Administrative Overhead			\$73,401
FINANCIAL SERVICES TOTAL				\$79,447
SPECIAL EXPENSES (Consultant/Etc.):				
1090	Consultant (network & data management)			
1091	Translation Services			
1092	Contract Psychiatrist			\$1,620
SPECIAL EXPENSES TOTAL				\$1,620
FIXED ASSETS:				
<b>TOTAL PROGRAM EXPENSES</b>				<b>\$489,270</b>
MEDI-CAL REVENUE:				
		Units of Service	Rate	\$ Amount
3000	Mental Health Services (Individual/Family/Group Therapy)	1,933	\$2.84	\$5,490
3100	Rehabilitation	31,014	\$2.84	\$88,080
3200	Collateral	539	\$2.84	\$1,531
3300	Intensive Home-Based Services	30,827	\$2.84	\$87,549
3400	Assessment	2,925	\$2.84	\$8,307
3500	Plan Development	668	\$2.84	\$1,897
3600	Case Management	13,070	\$2.21	\$28,885
3700	Intensive Case Coordination	18,950	\$2.21	\$41,880
3800	Crisis Services	0	\$4.17	\$0
3900	Medication Support	230	\$5.18	\$1,191
DIRECT SERVICE REVENUE TOTAL		100,156		\$264,809
OTHER REVENUE:				
4000	Other - (SB Non Billable Services)			\$224,461
4100	Other - (Identify)			
4200	Other - (Identify)			
4300	Other - (Identify)			
OTHER REVENUE TOTAL				\$224,461
<b>TOTAL PROGRAM REVENUE</b>				<b>\$489,270</b>
Medi-Cal Revenue 50% FFP				\$132,404
Medi-Cal Revenue 40% EPSDT				\$105,923
County SB163 Trust Fund 10%				\$26,481
Total Medi-Cal Revenue				\$264,809
Total Medi-Cal Units				100,156
Medi-Cal cost per unit				\$2.64
Non Medi-Cal Billable Service Cost				\$224,461



		<b>Total Non Medi-Cal Billable Units</b>	25,039
		<b>Non Medi-Cal cost per unit</b>	\$8.96