

**AMENDMENT NO. 2  
TO MENTAL HEALTH SERVICES AGREEMENT NO. A-12268  
BETWEEN COUNTY OF MONTEREY AND  
DOOR TO HOPE**

This Amendment No. 2 to Mental Health Services Agreement No. A-12268 is made and entered into by and between the **County of Monterey**, a political subdivision of the State of California (hereinafter referred to as "COUNTY") and **Door To Hope**, (hereinafter referred to as CONTRACTOR).

**WHEREAS**, the COUNTY entered into a Mental Health Services Agreement No. A-12268 with Door To Hope in the amount of \$6,056,661 for the term of July 1, 2012 to June 30, 2015 for mental health services;

**WHEREAS**, the COUNTY entered into a Mental Health Services Agreement No. A-12268 Amendment No. 1 with Door To Hope revising EXHIBITS A-1, B-1, and H-1 for a revised contract amount of \$7,285,952 for Fiscal Year 2012-13 thru Fiscal Year 2014-15; and

**WHEREAS**, the COUNTY and CONTRACTOR request to amend the Mental Health Services Agreement No. A-12268 with revised EXHIBITS A-2, B-2, and H-2 to add \$30,000 to meet the increase in services to the Integrated Co-Occurring Treatment (ICT) program, to revise the amount from \$300,000 to \$145,164 for expansion services for the Monterey County Screening Team for Assessment, Referral, and Treatment (MCSTART 6 - 11) program, and to add \$156,243 to meet the increase in services for Nueva Esperanza program for Fiscal Year 2012-13. This Amendment No. 2 increases the total contract amount by \$31,408 for a revised contract in the amount of \$7,317,359 for Fiscal Year 2012-13 thru Fiscal Year 2014-15.

NOW THEREFORE, the COUNTY and CONTRACTOR hereby agree to amend Agreement No. A-12268 as follows:

1. EXHIBIT A-1 PROGRAM DESCRIPTION is replaced by EXHIBIT A-2 PROGRAM DESCRIPTION. References to the Integrated Co-Occurring Treatment, MCSTART and Nueva Esperanza in the Agreement to EXHIBIT A-1 shall be construed to refer to EXHIBIT A-2 as attached to this Amendment No. 2 and incorporated herein.
2. EXHIBIT B-1 PAYMENT PROVISIONS is replaced by EXHIBIT B-2 PAYMENT AND BILLING PROVISIONS. References to the Integrated Co-Occurring Treatment, MCSTART and Nueva Esperanza in the Agreement to EXHIBIT B-1 shall be construed to refer to EXHIBIT B-2 as attached to this Amendment No. 2 and incorporated herein.
3. EXHIBIT H-1 BUDGET AND EXPENDITURE REPORT is replaced by EXHIBIT H-2 BUDGET AND EXPENDITURE REPORT. References to the Integrated Co-Occurring Treatment, MCSTART and Nueva Esperanza in the Agreement to EXHIBIT H-1 shall be construed to refer to EXHIBIT H-2 as attached to this Amendment No. 2 and incorporated herein.

**Amendment No. 2 to Mental Health Services Agreement A-12268**

4. Except as provided herein, all remaining terms, conditions and provisions of Agreement No. A-12268 are unchanged and unaffected by this Amendment No. 2, and shall remain in full force and effect.
5. This Amendment No. 2 shall be effective March 1, 2013.
6. A copy of this Amendment No. 2 EXHIBITS A-2, B-2, and H-2 shall be attached to the original Agreement No. A-12268.

The remaining of this space is blank.

IN WITNESS WHEREOF, COUNTY and CONTRACTOR have executed this Agreement as of the day and year written below.

**COUNTY OF MONTEREY**

**CONTRACTOR**

**DOOR TO HOPE**

By: [Signature]  
Contracts/Purchasing Officer

Date: 3-22-13

By: [Signature]  
Department Head (if applicable)

Date: 3-18-13

By: \_\_\_\_\_  
Board of Supervisors (if applicable)

Date: \_\_\_\_\_

Approved as to Form <sup>1</sup>

By: [Signature]  
Deputy County Counsel

Date: 3/20/13

Approved as to Fiscal Provisions<sup>2</sup>

By: \_\_\_\_\_  
Auditor/Controller

Date: \_\_\_\_\_

Approved as to Liability Provisions<sup>3</sup>

By: \_\_\_\_\_  
Risk Management

Date: \_\_\_\_\_

Contractor's Business Name\*

By: [Signature]  
(Signature of Chair, President, or Vice-President)\*

Chris Shannon, Ex-Din  
Name and Title

Date: 3/11/13

By: \_\_\_\_\_  
(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)\*

\_\_\_\_\_  
Name and Title

Date: \_\_\_\_\_

County Board of Supervisors' Agreement Number: **A-12268**

\*INSTRUCTIONS: If CONTRACTOR is a corporation, including limited liability and non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers. If CONTRACTOR is a partnership, the name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement.

MAR 22 2013

**EXHIBIT A-2:  
PROGRAM 1 DESCRIPTION**

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**I. IDENTIFICATION OF PROVIDER**

Door to Hope  
130 W. Gabilan St.  
Salinas, CA 93901  
831 758-0181

**II. SERVICE DESCRIPTION: FAMILIES FIRST AND FOREMOST (FFF)  
PROGRAM NARRATIVE**

Door to Hope will provide assessment, case management, and mental health rehabilitation services for interactive parenting education services to eligible Monterey County children and their families and/or caregivers who are referred for services by the Family and Children Services Division of the Monterey County Department of Social and Employment Services and/or The Action Council. Services will be provided using the strength-based, home visitation model by Certified Parent Educators using the Parents as Teachers evidence-based curriculum. Services will be individualized and customized to meet the discerned needs of each child and family as identified in their specific mental health plan.

**III. PROGRAM GOALS**

Door to Hope's Families First and Foremost program goals are as follows:

- A. Identify child/family needs,
- B. Provide parent/child interaction to reinforce the parent-child bond,
- C. Improve the family's ability to meet the child's developmental needs, and
- D. Improve the mental health, functioning, and well-being of the child and family.

**IV. PROGRAM OBJECTIVES**

- A. Assess each child's and family's needs from a strength-based evaluation and develop an appropriate mental health plan.
- B. Provide developmental screenings for each child if it is not a duplication of recent service.
- C. Provide interactive parent education and mental health rehabilitation therapy utilizing an evidence-based model of home visitation.
- D. Improve the child's health and well-being and the family's parenting skills and stability.

## V. TREATMENT SERVICES

### 1. Modes of Service, Service Function Codes and Contracted Units of Service

FFF SERVICE	MODE	SFC	FY 2012-13 EST. UNITS	FY 2013-14 EST. UNITS	FY 2014-15 EST. UNITS
Case Management (CM)	15	01	40,000	40,000	40,000
CM Expansion			22,250	22,250	22,250
Mental Health Services (MHS)	15	10, 30, 40, 45 50	50,000	50,000	50,000
MHS Expansion			40,251	40,251	40,251

### 2. Delivery Site

Door to Hope  
130 Church St.  
Salinas, CA 93901

Services will be provided at the MCSTART Clinic in Salinas, but will also be available in the child's natural environment, including the home and/or the child's school or daycare.

### 3. Hours of Operation

The MCSTART Clinic will operate five (5) days per week, Monday – Friday from 8:00 AM – 6:00 PM. Home visitation services will be made available, whenever possible, at the convenience of the child and his/her family and will be available by appointment in the evenings and weekends.

## VI. POPULATION/CATCHMENT AREA TO BE SERVED

All eligible residents of Monterey County who have full scope Medi-Cal will be served. Clients without Medi-Cal eligibility are not part of this Agreement.

## VII. FINANCIAL ELIGIBILITY

Monterey County children that are full scope Medi-Cal.

**VIII. LIMITATION OF SERVICE/PRIOR AUTHORIZATION**

All services will require prior authorization by Monterey County Behavioral Health.

**IX. CLIENT DESCRIPTION/CHARACTERISTICS**

Populations served are:

Monterey County referred families or caregivers in need of child development assessment and parent education that include the following:

Infants or children, ages 0 to 5 years of age with:

1. Severe social and emotional developmental delays or disturbances; or
2. DC 0-3 disorder of infancy; or
3. Axis I diagnosis indicating mental impairment or behavioral disturbance and substantial impairment.

**X. LEGAL STATUS**

Voluntary or juvenile dependents (W&I Code, 300 et. seq.) and wards (W&I Code, 602 et. seq.)

**XI. REPORTING REQUIREMENTS**

CONTRACTOR will meet regularly with the designated Children’s Behavioral Health Services Manager to monitor progress on client and project outcomes. CONTRACTOR will be required to report outcomes data regularly to the Monterey County Behavioral Health Bureau (MCBHB) according to the requirements as set forth by the State Department of Health Care Services (DHCS). MCBHB will provide to the CONTRACTOR the reporting requirements, forms and instructions as required by DHCS and the MCBHB.

**XII. DESIGNATED CONTRACT MONITOR**

Dana Edgull  
Behavioral Health Services Manager II  
Monterey County Behavioral Health Bureau  
951 Blanco Circle, Suite B  
Salinas, CA 93901  
(831) 796-6110

**EXHIBIT A-2:  
PROGRAM 2 DESCRIPTION**

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**I. IDENTIFICATION OF PROVIDER**

Door to Hope  
130 W. Gabilan Street  
Salinas, CA 93901  
831-758-0181

**II. SERVICE DESCRIPTION: INTEGRATED CO-OCCURRING TREATMENT (ICT) PROGRAM**

**A. PROGRAM NARRATIVE**

Door to Hope will provide Mental Health Services to eligible youth ages 12 - 17 who require outpatient services. The primary focus of the program will be to identify, assess, and treat youth who have both substance abuse and mental health disorders and who are involved or at risk for involvement in the juvenile justice system. Such interventions will stabilize crises, reduce mental health symptomology and substance abuse, improve youth and family functioning, and reduce the possibility of future residential care, hospitalization, and/or incarceration.

Door to Hope will provide outpatient mental health services to eligible youth and their families. Mental health services refer to those individual, family, or group therapies and interventions that are designed to provide reduction of mental disability and improvement and maintenance of functioning consistent with the goals of learning, development, independent living and enhanced self-sufficiency and family functioning. Service activities may include, but are not limited to assessment, plan development, therapy, case management and linkage, rehabilitation, and other collateral therapy.

**B. PROGRAM GOALS**

The Integrated Co-occurring Treatment (“ICT”) Program goals of services are:

1. Provide mental health services to eligible youth and their families;
2. Improve the youth’s overall functioning;
3. Reduce acute mental health and substance abuse symptoms;
4. Improve family functioning; and
5. Reduce need for residential care.

**C. PROGRAM OBJECTIVES**

1. Establish mental health interventions integrated with alcohol and drug treatment programs using evidence-based practices for 48 children and their families annually;
2. Provide services that incorporate the “full services partnership model” as defined in the requirements for implementation of the Mental Health Services (MHSA) for 6 children and their families annually. This model provides “whatever it

takes” to insure progress to goals (i.e. intensive treatment/case management available 24/7);

3. Assure that services are provided in a culturally and linguistically competent manner and setting;
4. Treat adolescents with serious substance abuse problems in addition to their mental health issues;
5. Implement an evidence-based practice, i.e. “Integrated Co-Occurring Treatment Model”;
6. Form a cooperative agreement with the local school system to insure youth continue to attain education credits while involved in treatment;
7. Provide and/or arrange for transportation;
8. Include clients that do not have Medi-Cal;
9. Provide services at locations county wide, and at times convenient for families;
10. Function as sole provider or in collaboration with Behavioral Health and/or other partners; and
11. Demonstrate capacity to bill Medi-Cal and leverage funds.

**D. EXPECTED OUTCOMES**

1. 75% of referred youth will be engaged in the treatment program.
2. 80% of client/families served are satisfied with the cultural congruency of services provided.
3. 60% of youth served will demonstrate reduction of substance abuse.
4. 60% of youth served will demonstrate improvement in functioning.
5. 60% of families served will demonstrate improvement in functioning.
6. 75% of youth served will not commit crimes and/or re-offend.

**E. TREATMENT SERVICES**

1. Modes of Service, Service Function Codes (SFC) and Contracted Units of Service

<b>ICT SERVICE</b>	<b>MODE</b>	<b>SFC</b>	<b>FY 2012-13 EST. UNITS</b>	<b>FY 2013-14 EST. UNITS</b>	<b>FY 2014-15 EST. UNITS</b>
Case Management	15	01	55,573	51,241	51,241
Mental Health Services	15	45	105,066	96,924	96,924

2. **Service Delivery Sites:**

Door to Hope  
 150 Cayuga Street, Suite 3  
 Salinas, CA 93901

Services will be provided at Door to Hope’s offices in Salinas, but will also be available in the youth’s natural environment, including the home, the youth’s school, and other community sites.

3. **Hours of Operation:**

The ICT Program will be available to clients 24/7. Scheduled services will be made available, whenever possible, at the convenience of the adolescent and his/her family.

**F. POPULATION/CATCHMENT AREA TO BE SERVED**

All eligible youth ages 12 to 17 residing in Monterey County.

**G. FINANCIAL ELIGIBILITY**

Monterey County youth, regardless of ability to pay or Medi-Cal eligibility. It is anticipated that fifty percent (50%) of clients will have Medi-Cal eligibility.

**H. LIMITATION OF SERVICE/PRIOR AUTHORIZATION**

All services will require prior authorization by Monterey County Health Department, Behavioral Health Bureau (BHB).

**I. CLIENT DESCRIPTION/CHARACTERISTICS**

Populations served are adolescents, ages 12 to 17 years of age with:

1. Severe emotional and/or behavioral disturbances; or
2. Axis I diagnosis indicating mental impairment or behavioral disturbance and co-occurring substance abuse.

**J. LEGAL STATUS**

Voluntary or juvenile dependents and wards.

**K. REPORTING REQUIREMENTS**

Contractor will meet regularly with the designated Children's BHB Service Manager to monitor progress on client and project outcomes. Contractor will be required to report outcomes data regularly to BHB according to the requirements as set forth by the State Department of Health Care Services (DHCS). BHB will provide to the Contractor the reporting requirements, forms and instructions as required by DHCS and the BHB.

**L. DESIGNATED CONTRACT MONITOR**

Theresa Innis-Scimone  
Behavioral Health Services Manager  
Monterey County Behavioral Health  
1441 Constitution Blvd, Bldg 400 Suite 200  
Salinas, CA 93906  
(831) 755-5521

**EXHIBIT A-2:  
PROGRAM 3 DESCRIPTION**

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**I. IDENTIFICATION OF PROVIDER**

Door to Hope  
130 W. Gabilan Street  
Salinas, CA 93901  
831 758-0181

**II. SERVICE DESCRIPTION: MONTEREY COUNTY SCREENING TEAM FOR ASSESSMENT, REFERRAL, AND TREATMENT (“MCSTART”) PROGRAM**

**A. PROGRAM NARRATIVE**

Door to Hope will provide case management, mental health rehabilitation services and medication support to eligible infants and children. The primary focus of the program will be to identify, assess, refer, and treat children affected by the broad spectrum of developmental, social/emotional, and neurobehavioral disorders caused by prenatal alcohol/drug exposure and/or early childhood trauma. Such interventions will improve the child’s development, improve the child’s health, promote school readiness, improve family functioning, and reduce the possibility of future residential care, out-of-the-home placement, and/or hospitalization.

MCSTART will provide health assessment, outpatient mental health services, and medication management to eligible children and their families. Health assessment and medication support services are provided to ensure these high-risk children are physically healthy and mentally stable. Mental health services refer to those individual, dyadic, family, or group therapies and interventions that are designed to provide reduction of mental disability and improvement and maintenance of functioning consistent with the goals of development, learning, enhanced self-regulation and family functioning. Mental health service activities may include, but are not limited to assessment, plan development, therapy, case management and linkage, rehabilitation, and other collateral therapy.

**B. PROGRAM GOALS**

The goals of MCSTART’s services are:

1. Increase early intervention and case management to prenatally substance and/or trauma exposed children and their families;
2. Increase the number of high-risk children prepared to enter school ready and able to learn.
3. Increase the number of substance and/or trauma exposed children able to maintain an adequate level of academic capability and social/emotional development during their grade school years.
4. Build community capacity to respond to the needs of substance-exposed children and their families through linkage and service integration.

### C. PROGRAM OBJECTIVES

1. 90% of parents and caregivers will increase the skills of parenting high-risk children who demonstrate challenging behaviors that contribute to a stable, growth-enhancing home life.
2. 90% of children served will receive the screening and early intervention services necessary to improve their level of motor, cognitive, language, and social/emotional development
3. 90% of children served will receive the services necessary to improve age-appropriate self-regulation and reduce challenging behavior
4. 80% of families, either biological, foster, adoptive, or relative caregivers, will be able to access and utilize the services necessary to promote the healthy development of their child(ren).
5. Provide developmental screenings, medical assessments, psycho-social assessments, and/or mental health status reviews for 300 infants or children ages 0-5 years as appropriate to their needs and medical necessity.
6. Provide case management, mental health services, and medication support for up to 50 children ages 6-11 years involved with child welfare with a history of prenatal substance exposure and/or trauma.
7. Provide evidence-based and trauma-informed individual, dyadic, family, and group therapy practices for high-risk children and their families/caregivers to increase their behavioral, emotional, and social well-being.

### D. TREATMENT SERVICES

1. Modes of Service, Service Function Codes (SFC) and Contracted Units of Service for Medi-Cal eligible clients.

MCSTART SERVICE	MODE	SFC	FY 2012-13 EST. UNITS	FY 2013-14 EST. UNITS	FY 2014-15 EST. UNITS
Case Management (CM) CM - Expansion	15	01	286,243 7,991	283,485 16,309	283,485 16,309
Mental Health Services (MHS) MHS - Expansion	15	45	102,500 41,400	101,524 86,254	101,524 86,254
Medication Support (MS) MS – Expansion	15	60-69	79,183 4,350	78,300 8,700	78,300 8,700

2. Modes of Service, Service Function Codes (SFC) and Contracted Units of Service for Non Medi-Cal eligible clients.

MCSTART SERVICE	MODE	SFC	FY 2012-13 EST. UNITS	FY 2013-14 EST. UNITS	FY 2014-15 EST. UNITS
Case Management	15	01	9,505	9,505	9,505
Mental Health Services	15	45	3,372	3,372	3,372
Medication Support	15	60-69	2,489	2,489	2,489

**3. Delivery Site**

Door to Hope  
MCSTART Clinic  
130 Church Street  
Salinas, CA 93901

Services will be provided at the MCSTART Clinic in Salinas, but will also be available in the child’s natural environment, including the home and/or the child’s school or daycare.

**4. Hours of Operation**

The MCSTART Clinic will operate five (5) days per week, Monday – Friday from 8:00 AM – 6:00 PM. Home visitation services will be made available, whenever possible, at the convenience of the child and his/her family and will be available by appointment in the evenings and weekends.

**E. POPULATION/CATCHMENT AREA TO BE SERVED**

All eligible residents of Monterey County who have full scope Medi-Cal will be served. Clients without Medi-Cal eligibility will be served under the Non Medi-Cal eligible program component.

**F. FINANCIAL ELIGIBILITY**

Monterey County children that are full scope Medi-Cal or Monterey County children who qualify under the Non Medi-Cal eligible component of the program.

**G. LIMITATION OF SERVICE/PRIOR AUTHORIZATION**

All services will require prior authorization by Monterey County Health Department Behavioral Health Bureau.

**H. CLIENT DESCRIPTION/CHARACTERISTICS**

Populations served are:

A. Infants or children, ages 0 to 5 years of age with:

1. Severe social and emotional developmental delays or disturbances; or
2. DC 0-3 disorder of infancy; or
3. Axis I diagnosis indicating mental impairment or behavioral disturbance and substantial impairment.

B. Children ages 6-11 years if age with:

1. Open child welfare case of documented history of child abuse or neglect, or
2. Current qualification for adoption assistance, and

3. Axis I diagnosis indicating mental impairment or behavioral disturbance and substantial impairment.

**I. LEGAL STATUS**

Voluntary or juvenile dependents and wards.

**J. REPORTING REQUIREMENTS**

Contractor will meet regularly with the designated Children’s Behavioral Health Service Manager to monitor progress on client and project outcomes. Contractor will be required to report outcomes data regularly to MCBHB according to the requirements as set forth by the State Department of Health Care Services (DHCS). MCBHB will provide to the Contractor the reporting requirements, forms and instructions as required by DHCS and the MCBHB.

**K. DESIGNATED CONTRACT MONITOR**

Dana Edgull  
Behavioral Health Services Manager  
Monterey County Behavioral Health  
951 Blanco Circle, Suite B  
Salinas, CA 93901  
(831) 796-6110

**EXHIBIT A-2:  
PROGRAM 4 DESCRIPTION**

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**I. IDENTIFICATION OF PROVIDER**

Door to Hope  
130 Church St.  
Salinas, CA 93901  
831-758-0181

**II. SERVICE DESCRIPTION: NUEVA ESPERANZA PROGRAM**

**A. PROGRAM NARRATIVE**

Door to Hope opened Nueva Esperanza, a recovery program for women with young children in February of 2002. Nueva Esperanza serves pregnant or parenting women, many of whom are of Hispanic origin, over the age of 18 who are experiencing problems with alcohol and/or other drugs of sufficient severity who need residential care for themselves and their young children.

In July of 2011, Nueva Esperanza modified its primary mission and service delivery system to provide an expanded constellation of mental health services to better meet the needs of the women and the children it serves. Historically all of the women admitted to Nueva Esperanza have co-occurring mental health disorders, i.e. bi-polar, mood, and trauma disorders. Door to Hope and Nueva Esperanza meet the needs of this population through the provision of integrated mental health and substance abuse disorder treatment. Program services now provide strong interventions and practices to treat both substance abuse and mental health disorders during the treatment program.

These services are provided in a warm and comfortable drug-free, non-smoking environment which provides private rooms for each individual family to promote cohesion and autonomy of each family served. Each resident is viewed as a unique individual and each family is seen from a strength-based approach. Due to the comprehensive nature of behavioral health disorders, Nueva Esperanza makes available a complete range of medical, psychological, recovery, dyadic, parenting, and other social services on either a programmatic, consultative, or referral basis.

**B. PROGRAM GOALS**

The goals of Nueva Esperanza Program services are:

1. Provide counseling interventions designed to increase the woman's readiness and ability to change to treat chronic mental health and substance abuse disorders;
2. Provide education for pregnant women and mothers of young children on the effects of alcohol, drug, and/or trauma exposure on the unborn or young child;
3. Utilize evidence-based practices, including the Matrix Model, Motivational Enhancement, Seeking Safety, CBT, Theraplay, Circle of Security, in treatment of

trauma, substance abuse, and mental health disorders to guide/direct the provision of treatment services;

4. Provide a warm, family-like therapeutic environment for women and their young children that is safe, alcohol and drug-free, comfortable, and supportive; and
5. Provide priority admission and services to pregnant and IV-drug using woman.

**C. PROGRAM OBJECTIVES**

1. To promote successful program completion and graduation with at least 60% of admissions.
2. To successfully re-unify and resolve child welfare issues with at least 60% of admissions.
3. To assist at-risk children to be physically healthy and emotionally and developmentally prepared to enter kindergarten.
4. To assist 50% of women graduating from the program to be successfully transitioned back to the community in order to be employed and/or enrolled in vocational training.
5. To provide 1,442 residential family bed nights to pregnant or parenting women and their young children.

**D. TREATMENT SERVICES**

1. Modes of Service, Service Function Codes (SFC) and Contracted Units of Service for Medi-Cal eligible clients:

<b>Adults Units of Service</b>					
<b>NUEVA ESPERANZA SERVICE</b>	<b>MODE</b>	<b>SFC</b>	<b>FY 2012-13 EST. UNITS</b>	<b>FY 2013-14 EST. UNITS</b>	<b>FY 2014-15 EST. UNITS</b>
Case Management	15	01	11,766	7,800	7,800
Mental Health Services: Group Therapy	15	50	61,497	43,089	43,089
Assessment	15	30	3,505	2,456	2,456

<b>Children Units of Service</b>					
<b>NUEVA ESPERANZA SERVICE</b>	<b>MODE</b>	<b>SFC</b>	<b>FY 2012-13 EST. UNITS</b>	<b>FY 2013-14 EST. UNITS</b>	<b>FY 2014-15 EST. UNITS</b>
Case Management	15	01	6,277	4,160	4,160
Mental Health Services: Group Therapy	15	50	120,451	77,400	77,400
Assessment	15	30	7,630	4,911	4,911

2. **Service Delivery Site:**

Nueva Esperanza  
325 California Street  
Salinas, CA 93901

3. **Hours of Operation:**

The Nueva Esperanza Program operates 24 hours, seven days a week.

**E. POPULATION/CATCHMENT AREA TO BE SERVED**

All eligible residents of Monterey County who have full scope Medi-Cal will be served.

**F. FINANCIAL ELIGIBILITY**

Monterey County children and their mothers that are full scope Medi-Cal.

**G. LIMITATION OF SERVICE/PRIOR AUTHORIZATION**

All services will require prior authorization by Monterey County Health Department, Behavioral Health Bureau (BHB). Additionally, all services provided must meet medical necessity and be in accordance with a current treatment plan.

**H. CLIENT DESCRIPTION/CHARACTERISTICS**

1. Be over the age of 18;
2. Be pregnant; OR
3. Be in custody of or, will have custody within 60 days of a child age five or under; and, if applicable, be a sibling, aged 5-11 years, of that young child and determined to be behaviorally stable and appropriate for admission;
4. Have a significant substance abuse disorder, or either abuse or dependence that necessitates intervention (meets DSM IV-TR criteria);
5. Have a co-occurring mental health Axis I disorder,(excluding a sole diagnosis of Conduct Disorder or disruptive behavior disorder NOS);
6. Be medically and psychiatrically stable and able to participate in an active program of counseling, education and their recovery activities;
7. Be able to parent the young child/children in their custody; and
8. Demonstrate the motivation and willingness to follow all program principles, guidelines, and structure.

**I. LEGAL STATUS**

Voluntary or juvenile dependents and wards.

**J. REPORTING REQUIREMENTS**

Contractor will meet regularly with the designated Children’s BHB Service Manager to monitor progress on client and project outcomes. Contractor will be required to report outcomes data regularly to BHB according to the requirements as set forth by the State Department of Health Care Services (DHCS). BHB will provide to the Contractor the reporting requirements, forms and instructions as required by DHCS and the BHB.

**K. DESIGNATED CONTRACT MONITOR**

Dana Edgull  
Behavioral Health Services Manager  
Monterey County Behavioral Health  
951 Blanco Circle, Suite B  
Salinas, CA 93901  
(831) 796-6110

**EXHIBIT B-2:  
PAYMENT AND BILLING PROVISIONS**

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**I. PAYMENT TYPES**

Provisional Rates and Cash Flow Advances (CFA)

**II. PAYMENT AUTHORIZATION FOR SERVICES**

The COUNTY'S commitment to authorize reimbursement to the CONTRACTOR for services as set forth in this Exhibit B is contingent upon COUNTY authorized admission and service, and CONTRACTOR'S commitment to provide care and services in accordance with the terms of this Agreement.

**III. PAYMENT RATE**

**A. PROVISIONAL RATE: COUNTY MAXIMUM REIMBURSEMENT (CMA)**

Case Management, Mental Health Services, and Medication Support shall be paid at the County Maximum Reimbursement (CMA) rates, which are provisional and subject to all the cost report conditions as set forth in this Exhibit B-2.

The following program services will be paid in arrears, not to exceed the CMA rates for a total maximum of **\$7,317,359.43** for **FY 2012-13 thru FY 2014-15**:

Families First and Foremost (FFF) Program FY 2012-13 thru FY 2014-15							
Service	Mode	SFC	CMA Rate	Estimated Units	FY 2012-13 Total Amount	FY 2013-14 Total Amount	FY 2014-15 Total Amount
Case Management	15	01	CMA	40,000	\$80,800.00	\$80,800.00	\$80,800.00
Mental Health Services	15	10, 30 40, 45, 50	CMA	50,000	\$130,500.00	\$130,500.00	\$130,500.00
<b>Total Per Fiscal Year</b>					<b>\$211,300.00</b>	<b>\$211,300.00</b>	<b>\$211,300.00</b>
Service	Mode	SFC	CMA Rate	Estimated Units	FY 2012-13 Total Amount	FY 2013-14 Total Amount	FY 2014-15 Total Amount
Case Management Expansion	15	01	CMA	22,250	\$44,945.00	\$44,945.00	\$44,945.00
Mental Health Services Expansion	15	10, 30 40, 45, 50	CMA	40,251	\$105,055.11	\$105,055.11	\$105,055.11
<b>Expansion - SubTotal Per Fiscal Year</b>					<b>\$150,000.11</b>	<b>\$150,000.11</b>	<b>\$150,000.11</b>
<b>TOTAL ANNUAL AMOUNT PER FY</b>					<b>\$361,300.11</b>	<b>\$361,300.11</b>	<b>\$361,300.11</b>
<b>Less Match Amount Per Fiscal Year</b>					<b>(\$15,000.00)</b>	<b>(\$15,000.00)</b>	<b>(\$15,000.00)</b>
<b>TOTAL MAXIMUM ANNUAL AMOUNT PER FY</b>					<b>\$346,300.11</b>	<b>\$346,300.11</b>	<b>\$346,300.11</b>

**Families First & Foremost  
ANNUAL Maximum Amount Match/Liability Breakdown for FY 2012-13 thru FY 2014-15**

Program	Source of Local Match Funds	Total Maximum Annual Program Expense	Local 10% Match Amount	Estimated FFP & EPSDT Amount	Maximum County Liability by Program (MHSA/PEI)
Families First & Foremost (FFF)	Monterey County Department of Social and Employment Services	\$211,300.00	\$21,130.00	\$190,170.00	\$211,300.00
FFF Expansion	CONTRACTOR (Action Council Funds)	\$150,000.00	\$15,000.00	\$135,000.00	\$135,000.11
<b>COUNTY Maximum Contract Liability</b>					<b>\$346,300.11</b>

**Integrated Co-Occurring Treatment (ICT) Program  
FY 2012-13 thru FY 2014-15**

SERVICE	MODE	SFC	CMA RATE	ANNUAL TOTAL UNITS EST.	FY 2012-13 TOTAL AMOUNT	FY 2013-14 TOTAL AMOUNT	FY 2014-15 TOTAL AMOUNT
Case Management	15	1	CMA	(FY 2012-13: 55,573) 51,241	\$112,257.19	\$103,506.82	\$103,506.82
Mental Health Services	15	45	CMA	(FY 2012-13: 105,066) 96,924	\$274,221.83	\$252,972.18	\$252,972.18
<b>TOTAL MAXIMUM ANNUAL AMOUNT PER FY</b>					<b>\$386,479.02</b>	<b>\$356,479.00</b>	<b>\$356,479.00</b>

**ICT  
ANNUAL Maximum Amount Match/Liability Breakdown for each FY 2012-13**

Program	Source of Match Funds	Total Maximum Annual Program Expense	Estimated Match Amount & Services Not Covered By Medi-Cal	Estimated FFP & EPSDT Amount	Maximum County Liability by Program (MHSA/CSS)
Integrated Co-Occurring Treatment (ICT)	MHSA/CSS	\$386,479.00	\$212,563.45	\$173,915.55	\$386,479.00
<b>COUNTY Maximum Contract Liability</b>					<b>\$386,479.00</b>

**ICT  
ANNUAL Maximum Amount Match/Liability Breakdown for each FY 2013-14 thru FY 2014-15**

Program	Source of Match Funds	Total Maximum Annual Program Expense	Estimated Match Amount & Services Not Covered By Medi-Cal	Estimated FFP & EPSDT Amount	Maximum County Liability by Program (MHSA/CSS)
Integrated Co-Occurring Treatment (ICT)	MHSA/CSS	\$356,479.00	\$244,188.12	\$112,290.89	\$356,479.00
<b>COUNTY Maximum Contract Liability</b>					<b>\$356,479.00</b>

Monterey County Screening Team for Assessment, Referral, and Treatment ("MCSTART") Program (Medi-Cal Eligible Clients) FY 2012-13 thru FY 2014-15 Ages 0 - 5							
SERVICE	MODE	SFC	CMA RATE	ANNUAL TOTAL UNITS EST.	FY 2012-13 TOTAL AMOUNT	FY 2013-14 TOTAL AMOUNT	FY 2014-15 TOTAL AMOUNT
Case Management	15	1	CMA	(FY 2012-13: 286,243) 283,485	\$578,210.42	\$572,638.80	\$545,582.36
Mental Health Services	15	45	CMA	(FY 2012-13: 102,500) 101,524	\$267,525.64	\$264,978.20	\$250,100.64
Medication Support	15	60-69	CMA	(FY 2012-13: 79,183) 78,300	\$381,662.83	\$377,406.00	\$419,340.00
<b>TOTAL ANNUAL AMOUNT PER FY</b>					<b>\$1,227,398.88</b>	<b>\$1,215,023.00</b>	<b>\$1,215,023.00</b>
<b>Less Match Amount Per Fiscal Year</b>					<b>(\$121,502.30)</b>	<b>(\$121,502.30)</b>	<b>(\$121,502.30)</b>
<b>TOTAL MAXIMUM ANNUAL AMOUNT PER FY</b>					<b>\$1,105,896.58</b>	<b>\$1,093,520.70</b>	<b>\$1,093,520.70</b>
Monterey County Screening Team for Assessment, Referral, and Treatment ("MCSTART") Program (Medi-Cal Eligible Clients) FY 2012-13 thru FY 2014-15 - Expansion: Ages 6 - 11							
SERVICE	MODE	SFC	CMA RATE	ANNUAL TOTAL UNITS EST.	FY 2012-13 TOTAL AMOUNT	FY 2013-14 TOTAL AMOUNT	FY 2014-15 TOTAL AMOUNT
Case Management	15	1	CMA	(FY 2012-13: 7,991) 16,309	\$ 16,142.37	\$ 32,943.62	\$ 32,944.62
Mental Health Services	15	45	CMA	(FY 2012-13: 41,400) 86,254	\$108,054.76	\$225,122.38	\$225,122.38
Medication Support	15	60-69	CMA	(FY 2012-13: 4,350) 8,700	\$ 20,967.00	\$ 41,934.00	\$ 41,934.00
<b>TOTAL MAXIMUM ANNUAL AMOUNT PER FY</b>					<b>\$145,164.13</b>	<b>\$300,000.00</b>	<b>\$300,000.00</b>
Monterey County Screening Team for Assessment, Referral, and Treatment ("MCSTART") Program (Non Medi-Cal Eligible Clients)							
SERVICE	MODE	SFC	CMA RATE	ANNUAL TOTAL UNITS EST.	FY 2012-13 TOTAL AMOUNT	FY 2013-14 TOTAL AMOUNT	FY 2014-15 TOTAL AMOUNT
Case Management	15	01	CMA	9,505	\$ 19,200.00	\$ 19,200.00	\$ 19,200.00
Mental Health Services	15	45	CMA	3,372	\$ 8,800.00	\$ 8,800.00	\$ 8,800.00
Medication Support	15	60-69	CMA	2,490	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
<b>TOTAL MAXIMUM ANNUAL AMOUNT PER FY</b>					<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>

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**MCSTART  
ANNUAL Maximum Amount Match/Liability Breakdown for FY 2012-13**

<b>Program</b>	<b>Source of Match Funds</b>	<b>Total Maximum Annual Program Expense</b>	<b>Match Amount</b>	<b>Estimated FFP &amp; EPSDT Amount</b>	<b>Maximum County Liability by Program (MHSA/CSS)</b>
MCSTART 0 - 5	CONTRACTOR (First 5 Funds)	\$1,227,398.88	\$121,502.30	\$1,093,520.70	\$1,105,896.58
MCSTART 6 – 11 Expansion	DSES	\$ 145,164.13	\$ 14,516.41	\$ 130,647.72	\$ 145,164.13
MCSTART Non Medi-Cal	MHSA/CSS	\$ 40,000.00	\$ 40,000.00	\$ 0.00	\$ 40,000.00
<b>COUNTY Maximum Contract Liability</b>					<b>\$1,291,060.71</b>

**MCSTART  
ANNUAL Maximum Amount Match/Liability Breakdown for each FY 2013-14 thru FY 2014-15**

<b>Program</b>	<b>Source of Match Funds</b>	<b>Total Maximum Annual Program Expense</b>	<b>Match Amount</b>	<b>Estimated FFP &amp; EPSDT Amount</b>	<b>Maximum County Liability by Program (MHSA/CSS)</b>
MCSTART 0 - 5	CONTRACTOR (First 5 Funds)	\$1,215,023.00	\$121,502.30	\$1,093,520.70	\$1,093,520.70
MCSTART 6 – 11 Expansion	DSES	\$ 300,000.00	\$ 30,000.00	\$ 270,000.00	\$ 300,000.00
MCSTART Non Medi-Cal	MHSA/CSS	\$ 40,000.00	\$ 40,000.00	\$ 0.00	\$ 40,000.00
<b>COUNTY Maximum Contract Liability</b>					<b>\$1,433,520.70</b>

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Nueva Esperanza Program Adult and Children Services FY 2012-13 thru FY 2014-15							
Adult Services							
SERVICE	MODE	SFC	CMA RATE	ANNUAL TOTAL UNITS EST.	FY 2012-13 TOTAL AMOUNT	FY 2013-14 TOTAL AMOUNT	FY 2014-15 TOTAL AMOUNT
Case Management	15	1	CMA	(FY 2012-13: 11,766) 7,800	\$ 23,768.29	\$ 15,756.00	\$ 15,756.00
Mental Health Services	15	50	CMA	(FY 2012-13: 61,497) 43,089	\$160,508.42	\$112,462.00	\$ 112,462.00
Assessment	15	30	CMA	(FY 2012-13: 3,505) 2,456	\$ 9,147.01	\$ 6,410.00	\$ 6,410.00
<b>TOTAL MAXIMUM ANNUAL AMOUNT PER FY</b>					<b>\$193,423.72</b>	<b>\$134,628.00</b>	<b>\$134,628.00</b>
Children Services							
SERVICE	MODE	SFC	CMA RATE	ANNUAL TOTAL UNITS EST.	FY 2012-13 TOTAL AMOUNT	FY 2013-14 TOTAL AMOUNT	FY 2014-15 TOTAL AMOUNT
Case Management	15	1	CMA	(FY 2012-13: 6,277) 4,160	\$ 12,680.11	\$ 8,403.29	\$ 8,403.29
Mental Health Services	15	50	CMA	(FY 2012-13: 120,451) 77,400	\$314,377.21	\$202,014.00	\$ 202,014.00
Assessment	15	30	CMA	(FY 2012-13: 7,630) 4,911	\$ 19,913.26	\$ 12,818.71	\$ 12,818.71
<b>TOTAL MAXIMUM ANNUAL AMOUNT PER FY</b>					<b>\$346,970.58</b>	<b>\$223,235.00</b>	<b>\$223,235.00</b>
<b>TOTAL ANNUAL AMOUNT PER FY</b>					<b>\$540,394.29</b>	<b>\$357,863.00</b>	<b>\$357,863.00</b>
<b>Less Match Amount Per Fiscal Year</b>					<b>(\$95,925.32)</b>	<b>(\$69,637.50)</b>	<b>(\$69,637.50)</b>
<b>TOTAL MAXIMUM ANNUAL AMOUNT PER FY</b>					<b>\$443,468.97</b>	<b>\$288,225.50</b>	<b>\$288,225.50</b>
Nueva Esperanza ANNUAL Maximum Amount Match/Liability Breakdown for FY 2012-13							
Nueva Esperanza Program	Total Maximum Annual Program Expense	CONTRACTOR Match Amount	DSES Match Amount	Estimated FFP & EPSDT Amount	Maximum County Liability by Program (MHSA/CSS)		
Adults & Children	\$540,394.29	\$95,925.32	\$35,483.59	\$408,985.38	\$444,468.97		
<b>COUNTY Maximum Contract Liability</b>					<b>\$444,468.97</b>		
Nueva Esperanza ANNUAL Maximum Amount Match/Liability Breakdown for each FY 2013-14 thru FY 2014-15							
Nueva Esperanza Program	Total Maximum Annual Program Expense	CONTRACTOR Match Amount	DSES Match Amount	Estimated FFP & EPSDT Amount	Maximum County Liability by Program (MHSA/CSS)		
Adults & Children	\$357,863.00	\$69,637.50	\$20,000.00	\$268,225.50	\$288,225.50		
<b>COUNTY Maximum Contract Liability</b>					<b>\$288,225.50</b>		

## **B. MATCH REQUIREMENTS**

### **1. FFF EXPANSION PROGRAM**

CONTRACTOR shall provide a funding match estimated not to exceed **\$15,000.00** for each Fiscal Year during the term of this Agreement. The match requirement for the FFF Expansion program services will be calculated on a monthly basis, using the total amount of services provided during the invoice month and multiplied by ten percent (10%).

### **2. MCSTART 0 – 5 PROGRAM**

CONTRACTOR shall provide a funding match estimated not to exceed **\$121,502.30** for each Fiscal Year during the term of this Agreement. The match requirement for MCSTART 0 – 5 program services will be calculated on a monthly basis, using the total amount of services provided during the invoice month and multiplied by ten percent (10%).

### **3. NUEVA ESPERANZA PROGRAM**

CONTRACTOR shall provide a funding match estimated not to exceed **\$95,925.32** for each Fiscal Year during the term of this Agreement. The match requirement for Nueva Esperanza Adult and Children program services will be calculated on a monthly basis, using one-twelfth of the total match amount requirement as follows: Adult Services - \$6,580.84 and Children Services - \$1,412.94. Any necessary adjustments will be made at fiscal year end.

## **IV. PAYMENT CONDITIONS**

- A. If CONTRACTOR is seeking reimbursement for eligible services funded by the Short-Doyle/Medi-Cal, Mental Health Services Act (“MHSA”), SB 90, Federal or State Grants, and/or COUNTY funds provided pursuant to this Agreement, reimbursement for such services shall be based on actual cost of providing those services less any deductible revenues collected by the CONTRACTOR from other payer sources. In order to reduce COUNTY costs, the CONTRACTOR shall comply with all applicable provisions of the California Welfare and Institutions Code (WIC), the California Code of Regulations, the Code of Federal Regulations, and the federal Social Security Act related to reimbursements by non-County and non-State sources, including, but not limited to, collecting reimbursements for services from clients (which shall be the same as patient fees established pursuant to WIC section 5710) and from private or public third-party payers.

CONTRACTOR shall not claim reimbursement from COUNTY for (or apply sums received from COUNTY with respect to) that portion of its obligations which has been paid by another source of revenue. If CONTRACTOR is seeking reimbursement for mental health services provided pursuant to this Agreement, reimbursement for such services shall be based upon the actual allowable costs of providing those services less any deductible revenues, as stated above. Notwithstanding any other provision of this Agreement, in no event may

CONTRACTOR request a rate that exceeds the COUNTY'S Maximum Allowances (CMA), which is based on the most recent State's Schedule of Maximum Allowances (SMA) as established by the State's Department of Health Care Services. The SMA Schedule shall be used until COUNTY establishes the COUNTY'S rate Schedule of Maximum Allowances. CONTRACTOR shall be responsible for costs that exceed applicable CMAs. In no case shall payments to CONTRACTOR exceed CMAs. In addition to the CMA limitation, in no event shall the maximum reimbursement that will be paid by COUNTY to CONTRACTOR under this Agreement for any Program Amount be more than the amount identified for each Program Amount for each Funded Program, as identified in this Exhibit B, Section III. Said amounts shall be referred to as the "Maximum Obligation of County," as identified in this Exhibit B-1, Section V.

- B. To the extent a recipient of services under this Agreement is eligible for coverage under Short-Doyle/Medi-Cal or Medicaid or Medicare or any other Federal or State funded program ("an eligible beneficiary"), CONTRACTOR shall ensure that services provided to eligible beneficiaries are properly identified and claimed to the Funded Program responsible for such services to said eligible beneficiaries. For the Short-Doyle/Medi-Cal Funded Program, CONTRACTOR assumes fiscal responsibility for services provided to all individuals who do not have full-scope Medi-Cal or are not Medi-Cal eligible during the term of this Agreement.
- C. CONTRACTOR shall be responsible for delivering services to the extent that funding is provided by the COUNTY. To the extent that CONTRACTOR does not have funds allocated in the Agreement for a Funded Program that pays for services to a particular eligible beneficiary, CONTRACTOR shall, at the first opportunity, refer said eligible beneficiary to another CONTRACTOR or COUNTY facility within the same geographic area to the extent feasible, which has available funds allocated for that Funded Program.
- D. In order to receive any payment under this Agreement, CONTRACTOR shall submit reports and claims in such form as General Ledger, Payroll Report and other accounting documents as needed, and as may be required by the County of Monterey Department of Health, Behavioral Health Bureau. Specifically, CONTRACTOR shall submit its claims on Cost Reimbursement Invoice Form provided as Exhibit G, to this Agreement, along with backup documentation, on a monthly basis, to COUNTY so as to reach the Behavioral Health Bureau no later than the thirtieth (30<sup>th</sup>) day of the month following the month of service. See Section III, above, for payment amount information to be reimbursed each fiscal year period of this Agreement. The amount requested for reimbursement shall be in accordance with the approved budget and shall not exceed the actual net costs incurred for services provided under this Agreement.

CONTRACTOR shall submit via email a monthly claim using Exhibit G, Cost Reimbursement Invoice Form in Excel format with electronic signature along with supporting documentations, as may be required by the COUNTY for services rendered to: [MCHDBHFinance@co.monterey.ca.us](mailto:MCHDBHFinance@co.monterey.ca.us)

- E. CONTRACTOR shall submit all claims for reimbursement under this Agreement within thirty (30) calendar days after the termination or end date of this Agreement. All claims not submitted after thirty (30) calendar days following the termination or end date of this Agreement shall not be subject to reimbursement by the COUNTY. Any claim(s) submitted for services that preceded thirty (30) calendar days prior to the termination or end date of this Agreement may be disallowed, except to the extent that such failure was through no fault of CONTRACTOR. Any "obligations incurred" included in claims for reimbursements and paid by the COUNTY which remain unpaid by the CONTRACTOR after thirty (30) calendar days following the termination or end date of this Agreement shall be disallowed, except to the extent that such failure was through no fault of CONTRACTOR under audit by the COUNTY.
- F. If CONTRACTOR fails to submit claim(s) for services provided under the terms of this Agreement as described above, the COUNTY may, at its sole discretion, deny payment for that month of service and disallow the claim.
- G. COUNTY shall review and certify CONTRACTOR'S claim either in the requested amount or in such other amount as COUNTY approves in conformity with this Agreement, and shall then submit such certified claim to the COUNTY Auditor. The County Auditor-Controller shall pay the amount certified within thirty (30) calendar days of receiving the certified invoice.
- H. To the extent that the COUNTY determines CONTRACTOR has improperly claimed services to a particular Program Amount, COUNTY may disallow payment of said services and require CONTRACTOR to resubmit said claim of services for payment from the correct Program Amount, or COUNTY may make corrective accounting transactions to transfer the payment of the services to the appropriate Program Amount.
- I. If COUNTY certifies payment at a lesser amount than the amount requested COUNTY shall immediately notify the CONTRACTOR in writing of such certification and shall specify the reason for it. If the CONTRACTOR desires to contest the certification, the CONTRACTOR must submit a written notice of protest to the COUNTY within twenty (20) calendar days after the CONTRACTOR'S receipt of the COUNTY notice. The parties shall thereafter promptly meet to review the dispute and resolve it on a mutually acceptable basis. No court action may be taken on such a dispute until the parties have met and attempted to resolve the dispute in person.

## **V. MAXIMUM OBLIGATION OF COUNTY**

- A. Subject to the limitations set forth herein, COUNTY shall pay to CONTRACTOR during the term of this Agreement a maximum amount of **\$7,317,359.43** for services rendered under this Agreement.

B. Maximum Annual Liability:

SERVICE	FY 2012-13 ANNUAL AMOUNT	FY 2013-14 ANNUAL AMOUNT	FY 2014-15 ANNUAL AMOUNT	Program Total FY 2012-13 thru FY 2014-15
Families First and Foremost (FFF) with Expansion	\$346,300.11	\$346,300.11	\$346,300.11	\$1,038,900.33
Integrated Co-Occurring Treatment (ICT) Program	\$386,479.02	\$356,479.00	\$356,479.00	\$1,069,437.00
Monterey County Screening Team For Assessment, Referral, And Treatment ("MCSTART") Program (Medi-Cal Eligible)	\$1,105,896.58	\$1,093,520.70	\$1,093,520.70	\$3,292,937.98
Monterey County Screening Team For Assessment, Referral, And Treatment ("MCSTART") Program (Medi-Cal Eligible) Expansion	\$145,164.13	\$300,000.00	\$300,000.00	\$745,164.13
Monterey County Screening Team For Assessment, Referral, And Treatment ("MCSTART") Program (Non Medi-Cal Eligible)	\$40,000.00	\$40,000.00	\$40,000.00	\$120,000.00
MCSTART Program ----- Total	\$1,291,060.71	\$1,433,520.70	\$1,433,520.70	\$4,158,102.11
Nueva Esperanza Program Adults and Children	\$444,468.97	\$288,225.50	\$288,225.50	\$1,020,919.97
<b>TOTAL AGREEMENT MAXIMUM COUNTY OBLIGATION PER FISCAL YEAR</b>	<b>\$2,468,308.81</b>	<b>\$2, 424,525.31</b>	<b>\$2,424,525.31</b>	<b>\$7,317,359.43</b>

C. If, as of the date of signing this Agreement, CONTRACTOR has already received payment from COUNTY for services rendered under this Agreement, such amount shall be deemed to have been paid out under this Agreement and shall be counted towards COUNTY'S maximum liability under this Agreement.

D. If for any reason this Agreement is canceled, COUNTY'S maximum liability shall be the total utilization to the date of cancellation not to exceed the maximum amount listed above.

E. As an exception to Section D. above with respect to the Survival of Obligations after Termination, COUNTY, any payer, and CONTRACTOR shall continue to remain obligated under this Agreement with regard to payment for services required to be rendered after termination.

**VI. BILLING AND PAYMENT LIMITATIONS**

A. Provisional Payments: COUNTY payments to CONTRACTOR for performance of eligible services hereunder are provisional until the completion of all settlement activities and audits, as such payments are subject to future Federal, State and/or COUNTY adjustments. COUNTY adjustments to provisional payments to CONTRACTOR may be based upon COUNTY'S claims processing information system data, State adjudication of Medi-Cal and Healthy Families claims files, contractual limitations of this Agreement, annual cost and MHSA reports, application of various Federal, State, and/or COUNTY reimbursement limitations, application of

any Federal, State, and/or COUNTY policies, procedures and regulations, and/or Federal, State, or COUNTY audits, all of which take precedence over monthly claim reimbursements.

- B. Allowable Costs: Allowable costs shall be the CONTRACTOR'S actual costs of developing, supervising and delivering the services under this Agreement, as set forth in the Budget provided in Exhibit H. Only the costs listed in Exhibit H of this Agreement as contract expenses may be claimed as allowable costs. Any dispute over whether costs are allowable shall be resolved in accordance with the provisions of applicable Federal, State and COUNTY regulations.
- C. Cost Control: CONTRACTOR shall not exceed by more than twenty (20%) percent any contract expense line item amount in the budget without the written approval of COUNTY, given by and through the Contract Administrator or Contract Administrator's designee. CONTRACTOR shall submit an amended budget using Exhibit H, or on a format as required by the COUNTY, with its request for such approval. Such approval shall not permit CONTRACTOR to receive more than the maximum total amount payable under this Agreement. Therefore, an increase in one line item shall require corresponding decreases in other line items.
- D. Other Limitations for Certain Funded Programs: In addition to all other limitations provided in this Agreement, reimbursement for services rendered under certain Funded Programs may be further limited by rules, regulations and procedures applicable only to that Funded Program. CONTRACTOR shall be familiar with said rules, regulations and procedures and submit all claims in accordance therewith.
- E. Adjustment of Claims Based on Other Data and Information: The COUNTY shall have the right to adjust claims based upon data and information that may include, but are not limited to, COUNTY'S claims processing information system reports, remittance advices, State adjudication of Medi-Cal claims, and billing system data.

## **VII. LIMITATION OF PAYMENTS BASED ON FUNDING AND BUDGETARY RESTRICTIONS**

- A. This Agreement shall be subject to any restrictions, limitations, or conditions imposed by State which may in any way affect the provisions or funding of this Agreement, including, but not limited to, those contained in State's Budget Act.
- B. This Agreement shall also be subject to any additional restrictions, limitations, or conditions imposed by the Federal government which may in any way affect the provisions or funding of this Agreement.
- C. In the event that the COUNTY'S Board of Supervisors adopts, in any fiscal year, a COUNTY Budget which provides for reductions in COUNTY Agreements, the COUNTY reserves the right to unilaterally reduce its payment obligation under this Agreement to implement such Board reductions for that fiscal year and any subsequent fiscal year during the term of this Agreement, correspondingly. The COUNTY'S notice to the CONTRACTOR regarding said reduction in payment

obligation shall be provided within thirty (30) calendar days of the Board's approval of such action.

- D. Notwithstanding any other provision of this Agreement, COUNTY shall not be obligated for CONTRACTOR'S performance hereunder or by any provision of this Agreement during any of COUNTY'S current or future fiscal year(s) unless and until COUNTY'S Board of Supervisors appropriates funds for this Agreement in COUNTY'S Budget for each such fiscal year. In the event funds are not appropriated for this Agreement, then this Agreement shall terminate as of June 30 of the last fiscal year for which funds were appropriated. COUNTY shall notify CONTRACTOR of any such non-appropriation of funds at the earliest possible date and the services to be provided by the CONTRACTOR under this Agreement shall also be reduced or terminated.

### **VIII. BILLING PROCEDURES AND LIMITATIONS ON COUNTY'S FINANCIAL RESPONSIBILITY FOR PAYMENT OF SERVICES UNDER FEDERAL SOCIAL SECURITY ACT, TITLE XIX SHORT-DOYLE/MEDI-CAL SERVICES AND/OR TITLE XXI HEALTHY FAMILIES**

The Short-Doyle/Medi-Cal (SD/MC) claims processing system enables California county Mental Health Plans (MHPs) to obtain reimbursement of Federal funds for medically necessary specialty mental health services provided to Medi-Cal-eligible beneficiaries and to Healthy Families subscribers diagnosed as Seriously Emotionally Disturbed (SED). The Mental Health Medi-Cal program oversees the SD/MC claims processing system. Authority for the Mental Health Medi-Cal program is governed by Federal and California statutes.

- A. If, under this Agreement, CONTRACTOR has Funded Programs that include Short-Doyle/Medi-Cal services and/or Healthy Families services, CONTRACTOR shall certify in writing annually, by August 1 of each year, that all necessary documentation shall exist at the time any claims for Short-Doyle/Medi-Cal services and/or Healthy Families services are submitted by CONTRACTOR to COUNTY.

CONTRACTOR shall be solely liable and responsible for all service data and information submitted by CONTRACTOR.

- B. CONTRACTOR acknowledges and agrees that the COUNTY, in under taking the processing of claims and payment for services rendered under this Agreement for these Funded Programs, does so as the Mental Health Plan for the Federal, State and local governments.
- C. CONTRACTOR shall submit to COUNTY all Short-Doyle/Medi-Cal, and/or Healthy Families claims or other State required claims data within the thirty (30) calendar day time frame(s) as prescribed by this Agreement to allow the COUNTY to meet the time frames prescribed by the Federal and State governments. COUNTY shall have no liability for CONTRACTOR'S failure to comply with the time frames established under this Agreement and/or Federal and State time frames, except to the extent that such failure was through no fault of CONTRACTOR.

- D. COUNTY, as the Mental Health Plan, shall submit to the State in a timely manner claims for Short-Doyle/Medi-Cal services, and/or Healthy Families services only for those services/activities identified and entered into the COUNTY'S claims processing information system which are compliant with Federal and State requirements. COUNTY shall make available to CONTRACTOR any subsequent State approvals or denials of such claims upon request by the CONTRACTOR.
- E. CONTRACTOR acknowledges and agrees that COUNTY'S final payment for services and activities claimed by CONTRACTOR Short-Doyle/Medi-Cal services and/or Healthy Families services is contingent upon reimbursement from the Federal and State governments and that COUNTY'S provisional payment for said services does not render COUNTY in any way responsible for payment of, or liable for, CONTRACTOR'S claims for payment for these services.
- F. CONTRACTOR'S ability to retain payment for such services and/or activities is entirely dependent upon CONTRACTOR'S compliance with all laws and regulations related to same.
- G. Notwithstanding any other provision of this Agreement, CONTRACTOR shall hold COUNTY harmless from and against any loss to CONTRACTOR resulting from the denial or disallowance of claim(s) for or any audit disallowances related to said services, including any State approved Title XIX Short-Doyle/Medi-Cal and/or Medi-Cal Administrative Activities, and/or Title XXI Healthy Families services/activities, by the Federal, State or COUNTY governments, or other applicable payer source, unless the denial or disallowance was due to the fault of the COUNTY.
- H. CONTRACTOR shall repay to COUNTY the amount paid by COUNTY to CONTRACTOR for Title XIX Short-Doyle/Medi-Cal and/or Medi-Cal Administrative Activities, and/or Title XXI Healthy Families services/ activities subsequently denied or disallowed by Federal, State and/or COUNTY government.
- I. Notwithstanding any other provision of this Agreement, CONTRACTOR agrees that the COUNTY may off set future payments to the CONTRACTOR and/or demand repayment from CONTRACTOR when amounts are owed to the COUNTY pursuant to Subparagraphs G. and H. above. Such demand for repayment and CONTRACTOR'S repayment shall be in accordance with Exhibit I, Section IV (Method of Payments for Amounts Due to County) of this Agreement.
- J. CONTRACTOR shall comply with all written instructions provided to CONTRACTOR by the COUNTY, State or other applicable payer source regarding claiming and documentation.
- K. Nothing in this Section VIII shall be construed to limit CONTRACTOR'S rights to appeal Federal and State settlement and/or audit findings in accordance with the applicable Federal and State regulations.

**IX. PATIENT/CLIENT ELIGIBILITY, UMDAP FEES, THIRD PARTY REVENUES, AND INTEREST**

- A. CONTRACTOR shall comply with all Federal, State and COUNTY requirements and procedures relating to:
1. The determination and collection of patient/client fees for services hereunder based on the Uniform Method of Determining Payment (UMDAP), in accordance with the State Department of Health Care Services guidelines and WIC sections 5709 and 5710.
  2. The eligibility of patients/clients for Short-Doyle/Medi-Cal, Medicaid, Medicare, private insurance, or other third party revenue, and the collection, reporting and deduction of all patient/client and other revenue for patients/clients receiving services hereunder. CONTRACTOR shall pursue and report collection of all patient/client and other revenue.
- B. All fees paid by patients/clients receiving services under this Agreement and all fees paid on behalf of patients/clients receiving services hereunder shall be utilized by CONTRACTOR only for the delivery of mental health service/activities specified in this Agreement.
- C. CONTRACTOR may retain unanticipated program revenue, under this Agreement, for a maximum period of one Fiscal Year, provided that the unanticipated revenue is utilized for the delivery of mental health services/activities specified in this Agreement. CONTRACTOR shall report the expenditures for the mental health services/activities funded by this unanticipated revenue in the Annual Report(s) and Cost Report Settlement submitted by CONTRACTOR to COUNTY.
- D. CONTRACTOR shall not retain any fees paid by any sources for, or on behalf of, Medi-Cal beneficiaries without deducting those fees from the cost of providing those mental health services for which fees were paid.
- E. CONTRACTOR may retain any interest and/or return which may be received, earned or collected from any funds paid by COUNTY to CONTRACTOR, provided that CONTRACTOR shall utilize all such interest and return only for the delivery of mental health services/activities specified in this Agreement.
- F. Failure of CONTRACTOR to report in all its claims and in its Annual Report(s) and Cost Report Settlement all fees paid by patients/clients receiving services hereunder, all fees paid on behalf of patients/clients receiving services hereunder, all fees paid by third parties on behalf of Medi-Cal beneficiaries receiving services and/or activities hereunder, and all interest and return on funds paid by COUNTY to CONTRACTOR, shall result in:
1. CONTRACTOR'S submission of a revised claim statement and/or Annual Report(s) and Cost Report Settlement showing all such non-reported revenue.

2. A report by COUNTY to State of all such non-reported revenue including any such unreported revenue paid by any sources for or on behalf of Medi-Cal beneficiaries and/or COUNTY'S revision of the Annual Report(s).
3. Any appropriate financial adjustment to CONTRACTOR'S reimbursement.

**X. CASH FLOW ADVANCE IN EXPECTATION OF SERVICES/ ACTIVITIES TO BE RENDERED OR FIXED RATE PAYMENTS**

- A. The Maximum Contract Amount for each period of this Agreement includes Cash Flow Advance (CFA) or fixed rate payments which is an advance of funds to be repaid by CONTRACTOR through the provision of appropriate services/activities under this Agreement during the applicable period.
- B. For each month of each period of this Agreement, COUNTY shall reimburse CONTRACTOR based upon CONTRACTOR'S submitted claims for rendered services/activities subject to claim edits, and future settlement and audit processes.
- C. CFA shall consist of, and shall be payable only from, the Maximum Contract Amount for the particular fiscal year in which the related services are to be rendered and upon which the request(s) is (are) based.
- D. CFA is intended to provide cash flow to CONTRACTOR pending CONTRACTOR'S rendering and billing of eligible services/activities, as identified in this Exhibit B, Sections III. and V., and COUNTY payment thereof. CONTRACTOR may request each monthly Cash Flow Advance only for such services/activities and only to the extent that there is no reimbursement from any public or private sources for such services/activities.
- E. Cash Flow Advance (CFA) Invoice. For each month for which CONTRACTOR is eligible to request and receive a CFA, CONTRACTOR must submit to the COUNTY an invoice of a CFA in a format that is in compliance with the funding source and the amount of CFA CONTRACTOR is requesting. In addition, the CONTRACTOR must submit supporting documentation of expenses incurred in the prior month to receive future CFAs.
- F. Upon receipt of the Invoice, COUNTY, shall determine whether to approve the CFA and, if approved, whether the request is approved in whole or in part.
- G. If a CFA is not approved, COUNTY will notify CONTRACTOR within ten (10) business days of the decision, including the reason(s) for non-approval. Thereafter, CONTRACTOR may, within fifteen (15) calendar days, request reconsideration of the decision.
- H. Year-end Settlement. CONTRACTOR shall adhere to all settlement and audit provisions specified in Exhibit I, of this Agreement, for all CFAs received during the fiscal year.

- I. Should CONTRACTOR request and receive CFAs, CONTRACTOR shall exercise cash management of such CFAs in a prudent manner.

**XI. AUTHORITY TO ACT FOR THE COUNTY**

The Director of the Health Department of the County of Monterey may designate one or more persons within the County of Monterey for the purposes of acting on his/her behalf to implement the provisions of this Agreement. Therefore, the term "Director" in all cases shall mean "Director or his/her designee."

**DOOR TO HOPE**  
**BUDGET AND EXPENDITURE REPORT**  
 For Monterey County - Behavioral Health  
 Fiscal Year 2012-2013

Program Name: ICT  
 Unduplicated Number of Clients Served: \_\_\_\_\_

AVATAR Program(s): BVCSOCSDEV, BVCSOCFSP  
 Address: \_\_\_\_\_

Service Description	Mode of Service	Service Function Code	Total Units of Service	Amount Due from the COUNTY	Estimated Medi-Cal Units of Service	Estimated Federal Financial Participation (FFP) Revenue
Case Management	15	1	55,573	\$ 112,257.19	27,786	\$ 50,515.73
Mental Health Services	15	45	105,066	\$ 274,221.84	52,533	\$ 123,399.83
Totals				\$ 386,479.02		\$ 173,915.55

		Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
<b>A. PROGRAM REVENUES</b>					
Monterey County Funds (Monterey County's Use):					
Provisional Rates					
	Estimated Federal Financial Participation (FFP)			\$ 173,915.55	
	MHSA/CSS			\$ 212,563.45	
Cash Flow Advances					
Total Requested Monterey County Funds		\$ -	\$ -	\$ 386,479.00	
Other Program Revenues					
<b>TOTAL PROGRAM REVENUES (equals Allowable Costs)</b>		\$ -	\$ -	\$ 386,479.00	

**B. ALLOWABLE COSTS** - Allowable expenditures for the care and services of placed Monterey County clients allocated in accordance with requirements contained in this Agreement. Expenditures should be reported within the cost categories list. CONTRACTOR is expected to be able to identify direct and indirect costs directly from its financial statements.

**I. Direct Cost Centers** - a direct cost, as defined in OMB A-87, is a cost that can be identified specifically with a particular final cost objective.

<b>A. Mode Costs (Direct Services)</b>		Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
1	Salaries and wages (please fill out Supplemental Schedule of Salaries and Wages)			\$ 221,796.00	\$ 221,796.00
2	Payroll taxes			\$ 25,558.00	\$ 25,558.00
3	Employee benefits			\$ 30,812.00	\$ 30,812.00
4	Workers Compensation			\$ 6,106.00	\$ 6,106.00
5	Severance Pay (if required by law, employer-employee agreement or established written policy or associated with County's loss of funding)				\$ -
6	Temporary Staffing				\$ -
7	Flexible Client Spending (please provide supporting documents)				\$ -
8	Travel (costs incurred to carry out the program)			\$ 11,000.00	\$ 11,000.00
9	Employee Travel and Conference			\$ 4,000.00	\$ 4,000.00
10	Communication Costs			\$ 6,000.00	\$ 6,000.00
11	Utilities			\$ 2,300.00	\$ 2,300.00
12	Cleaning and Janitorial				\$ -
13	Maintenance and Repairs - Buildings			\$ 20,000.00	\$ 20,000.00
14	Maintenance and Repairs - Equipment				\$ -
15	Printing and Publications			\$ 5,000.00	\$ 5,000.00
16	Memberships, Subscriptions and Dues				\$ -
17	Office Supplies			\$ 7,000.00	\$ 7,000.00

**EXHIBIT H-2**

		Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
18	Postage and Mailing			\$ 200.00	\$ 200.00
19	Medical Records				\$ -
20	Data Processing				\$ -
21	Rent and Leases - equipment			\$ 500.00	\$ 500.00
22	Rent and Leases - building and improvements (please identify the property address and method of cost allocation)				\$ -
23	Taxes and assessments (Please identify the property address and method of cost allocation)				\$ -
24	Interest in Other Long-term debts (please identify the property address and method of cost allocation)				\$ -
25	Other Professional and Consultant Services (allowable with prior specific approval from Monterey County and must meet the criteria of a direct cost)			\$ 9,000.00	\$ 9,000.00
26	Audit Costs and Related Services (Audits required by and conducted in accordance with the Single Audit Act (OMB Circular A-133))				\$ -
27	Miscellaneous (please provide details)			\$ 2,000.00	\$ 2,000.00
28	Depreciation Expenses (please exclude assets purchased by COUNTY funds and provide Schedule of Depreciation expense.)				\$ -
29	<b>Total Mode Costs</b>		\$ -	\$ 351,272.00	\$ 351,272.00
	<b>B. Administrative Costs - the allocation base must reasonably reflect the level of service received by the County from the program/activity and there must be a direct causal relationship between the allocation based used and the service provided.</b>				
30	Salaries and Benefits				\$ -
31	Supplies			\$ 21,844.00	\$ 21,844.00
32	Others - please provide details. Expense must be authorized by the County and/or not prohibited under Federal, State or local law or regulations.				\$ -
33	Depreciation Expenses (please exclude assets purchased by COUNTY funds and provide Schedule of Depreciation expense.)				\$ -
34	<b>Total Administrative Costs</b>		\$ -	\$ 21,844.00	\$ 21,844.00
35	<b>TOTAL DIRECT COSTS</b>	\$ -	\$ -	\$ 373,116.00	\$ 373,116.00
<p><b>II Indirect Cost Centers - include all costs that are incurred for a common or joint purpose benefitting more than one final cost objective, that are not readily assignable to the cost objective specifically benefitted without effort disproportionate to the results achieved. The indirect cost centers correspond directly with the expense accounts defined in the Accounting Standards and Procedures for Counties, which is published by the California State Controller's Office.</b></p>					
	<b>INDIRECT COSTS</b>	Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
36	Equipment (purchase price of less than \$5000)				\$ -
37	Rent and Leases - equipment				\$ -
38	Rent and Leases - building and improvements			\$ 17,200.00	\$ 17,200.00
39	Taxes and assessments				\$ -
40	Insurance and Indemnity			\$ 1,674.00	\$ 1,674.00
41	Maintenance - equipment				\$ -
42	Maintenance - building and improvements			\$ 20,000.00	\$ 20,000.00
43	Utilities				\$ -
44	Household Expenses				\$ -
45	Interest in Bonds				\$ -
46	Interest in Other Long-term debts				\$ -
47	Other interest and finance charges				\$ -
48	Contracts Administration				\$ -
49	Legal and Accounting (when required for the administration of the County Programs)				\$ -
50	Audit Costs and Related Services (Audits required by and conducted in accordance with the Single Audit Act (OMB Circular A-133))			\$ 3,348.00	\$ 3,348.00
51	Data Processing				\$ -
52	Personnel Administration				\$ -
53	Medical Records				\$ -
54	Other Professional and Specialized Services				\$ -
55	Transportation and Travel				\$ -

**EXHIBIT H-2**

		Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
56	Advertising (for recruitment of admin personnel, procurement of services and disposal of surplus assets)				\$ -
57	<b>Total Indirect costs</b>	\$ -	\$ -	\$ 42,222.00	\$ 42,222.00
63	<b>Total Allowable Costs</b>	\$ -	\$ -	\$ 415,338.00	\$ 415,338.00
<b>COST REPORT INFORMATION:</b>			Budget FY 2011-12	Budget FY 2012-13	Change
64	Land				
65	Buildings and Improvements				
66	Equipment (purchase price of \$5000 or more)				
67	Total	0			

*We hereby certify to the best of our knowledge, under penalty of perjury, that the above report is true and correct, that the amounts reported are traceable to (Contractor's Name) accounting records, and that all Monterey County funds received for the purposes of this program were spent in accordance with the Contract's program requirements, the Agreement and all applicable Federal, State and County laws and regulations. Falsification of any amount disclosed herein shall constitute a false claim pursuant to California Government Code Section 12650 et seq.*

Executive Director's Signature \_\_\_\_\_ Date \_\_\_\_\_ Finance Director's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Supplemental Schedule of Salaries and Wages - Mode Cost (Direct Services)**

TITLE OF POSITION	Annual Salary/Wage	FTE (Full Time Employee)	TOTAL
Therapists	\$ 62,000	3.00	\$ 186,000
Clinical Supervisor	\$ 27,300	0.50	\$ 13,650
Admin Assistant	\$ 89,500	0.25	\$ 22,375
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Salaries and Wages	\$ 178,800		\$ 36,025

**DOOR TO HOPE**  
**BUDGET AND EXPENDITURE REPORT**  
 For Monterey County - Behavioral Health  
 Fiscal Year 2012-2013

Program Name: MCSTART2 - Expansion AVATAR Program(s): \_\_\_\_\_  
 Unduplicated Number of Clients Served: \_\_\_\_\_ Address: \_\_\_\_\_

Service Description	Mode of Service	Service Function Code	Total Units of Service	Maximum County Liability by Program (MHSA/CSS)	Estimated Medical Units of Service	Estimated Federal Financial Participation (FFP) Revenue
Case Management	15	1	7,991	\$ 16,142.37	7,991	\$ 14,528
Mental Health Services	15	45	41,400	\$ 108,054.76	41,400	\$ 97,249
Medication Support	15	60-69	4,350	\$ 20,967.00	4,350	\$ 18,870
Totals				\$ 145,164.13	53,742	\$ 130,647.72

\$ - \$ - \$ 0.13 \$ -

		Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
<b>A. PROGRAM REVENUES</b>					
Monterey County Funds (Monterey County's Use):					
Provisional Rates					
	Estimated Federal Financial Participation (FFP)			\$ 130,647.72	
	DSS			\$ 14,516.41	
					\$ -
					\$ -
					\$ -
Cash Flow Advances					
					\$ -
					\$ -
					\$ -
			\$ -		\$ -
Total Requested Monterey County Funds		\$ -	\$ -	\$ 145,164.13	\$ -
Other Program Revenues					
TOTAL PROGRAM REVENUES (equals Allowable Costs)		\$ -	\$ -	\$ 145,164.13	\$ 145,164.00
B. ALLOWABLE COSTS - Allowable expenditures for the care and services of placed Monterey County clients allocated in accordance with requirements contained in this Agreement. Expenditures should be reported within the cost categories list. CONTRACTOR is expected to be able to identify direct and indirect costs directly from its financial statements.					
I. Direct Cost Centers - a direct cost, as defined in OMB A-87, is a cost that can be identified specifically with a particular final cost objective.					
	<b>A. Mode Costs (Direct Services)</b>	Actual FY 2010-11	Budget FY 20	Budget FY 2012	Change
1	Salaries and wages (please fill out Supplemental Schedule of Salary)			\$ 50,000.00	\$ 50,000.00
2	Payroll taxes			\$ 3,688.00	\$ 3,688.00
3	Employee benefits			\$ 6,247.00	\$ 6,247.00

4	Workers Compensation			\$ 767.00	\$ 767.00
5	or established written policy or associated with County's loss of funding)				\$ -
6	Temporary Staffing				\$ -
7	Flexible Client Spending (please provide supporting documents)				\$ -
8	Travel (costs incurred to carry out the program)			\$ 2,000.00	\$ 2,000.00
9	Employee Travel and Conference			\$ 3,000.00	\$ 3,000.00
10	Communication Costs			\$ 3,000.00	\$ 3,000.00
11	Utilities				\$ -
12	Cleaning and Janitorial				\$ -
13	Maintenance and Repairs - Buildings				\$ -
14	Maintenance and Repairs - Equipment				\$ -
15	Printing and Publications			\$ 2,000.00	\$ 2,000.00
16	Memberships, Subscriptions and Dues				\$ -
17	Office Supplies			\$ 4,000.00	\$ 4,000.00
18	Postage and Mailing			\$ 200.00	\$ 200.00
19	Medical Records				\$ -
20	Data Processing				\$ -
21	Rent and Leases - equipment			\$ 3,150.00	\$ 3,150.00
22	Rent and Leases - building and improvements (please identify the property address and method of cost allocation)				\$ -
23	Taxes and assessments (Please identify the property address and method of cost allocation)				\$ -
24	Interest in Other Long-term debts (please identify the property address and method of cost allocation)				\$ -
25	Other Professional and Consultant Services (allowable with prior specific approval from Monterey County and must meet the criteria of a direct cost)			\$ 11,000.00	\$ 11,000.00
26	Audit Costs and Related Services (Audits required by and conducted in accordance with the Single Audit Act (OMB Circular				\$ -
27	Miscellaneous (please provide details)				\$ -
28	Depreciation Expenses (please exclude assets purchased by COUNTY funds and provide Schedule of Depreciation expense.)				\$ -
29	<b>Total Mode Costs</b>		\$ -	\$ 89,052.00	\$ 89,052.00
	<b>B. Administrative Costs - the allocation base must reasonably reflect the level of service received by the County from the program/activity and there must be a direct causal</b>				
30	Salaries and Benefits				\$ -
31	Supplies				\$ -
32	Others - please provide details. Expense must be authorized by the County and/or not prohibited under Federal, State or local law or regulations.				\$ -
33	Depreciation Expenses (please exclude assets purchased by COUNTY funds and provide Schedule of Depreciation expense.)				\$ -

34	<b>Total Administrative Costs</b>		\$ -	\$ -	\$ -
35	<b>TOTAL DIRECT COSTS</b>		\$ -	\$ -	\$ 89,052.00
<p><b>II Indirect Cost Centers - include all costs that are incurred for a common or joint purpose benefitting more than one final cost objective, that are not readily assignable to the cost objective specifically benefitted without effort disproportionate to the results achieved. The indirect cost centers correspond directly with the expense accounts defined in the Accounting Standards and Procedures for Counties, which is published by the California State Controller's Office.</b></p>					
	<b>INDIRECT COSTS</b>	Actual FY 2010 11	Budget FY 20	Budget FY 2012	Change
36	Equipment (purchase price of less than \$5000)				\$ -
37	Rent and Leases - equipment				\$ -
38	Rent and Leases - building and improvements			\$ 22,000.00	\$ 22,000.00
39	Taxes and assessments				\$ -
40	Insurance and Indemnity				\$ -
41	Maintenance - equipment				\$ -
42	Maintenance - building and improvements				\$ -
43	Utilities				\$ -
44	Household Expenses				\$ -
45	Interest in Bonds				\$ -
46	Interest in Other Long-term debts				\$ -
47	Other interest and finance charges				\$ -
48	Contracts Administration				\$ -
49	Legal and Accounting (when required for the administration of the County Programs)				\$ -
50	Audit Costs and Related Services (Audits required by and conducted in accordance with the Single Audit Act (OMB Circular A-133))				\$ -
51	Data Processing				\$ -
52	Personnel Administration			\$ 34,112.00	\$ 34,112.00
53	Medical Records				\$ -
54	Other Professional and Specialized Services				\$ -
55	Transportation and Travel				\$ -
56	Advertising (for recruitment of admin personnel, procurement of services and disposal of surplus assets)				\$ -
<b>57</b>	<b>Total Indirect costs</b>	\$ -	\$ -	\$ 56,112.00	\$ 56,112.00
<b>63</b>	<b>Total Allowable Costs</b>	\$ -	\$ -	\$ 145,164.00	\$ 145,164.00
<b>COST REPORT INFORMATION:</b>			Budget FY 20	Budget FY 2012	Change
64	Land				
65	Buildings and Improvements				
66	Equipment (purchase price of \$5000 or more)				
67	Total	0			

*We hereby certify to the best of our knowledge, under penalty of perjury, that the above report is true and correct, that the amounts reported are traceable to (Contractor's Name) accounting records, and that all Monterey County funds received for the purposes of this program were spent in accordance with the Contract's program requirements, the Agreement and all applicable Federal, State and County laws and regulations. Falsification of any amount disclosed herein shall constitute a false claim pursuant to California Government Code Section 12650 et seq.*

Executive Director's Signature

Date

Finance Director's Signature

**Supplemental Schedule of Salaries and Wages - Mode Cost (Direct Services)**

TITLE OF POSITION	Annual Salary/Wage	FTE (Full Time Employee)	TOTAL
Therapists	\$ 60,000	0.50	\$ 30,000
Occupational Therapist	\$ 80,000	0.25	\$ 20,000
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Salaries and Wages	\$ 140,000		\$ 50,000

**DOOR TO HOPE**  
**BUDGET AND EXPENDITURE REPORT**  
 For Monterey County - Behavioral Health

Fiscal Year 2012-2013

Program Name: DTH Nueva Esperanza  
 Unduplicated Number of Clients Served: \_\_\_\_\_

AVATAR Program(s): 27CX  
 Address: \_\_\_\_\_

Service Description	Mode of Service	Service Function Code	Total Units of Service	Maximum County Liability by Program	Estimated Medi-Cal Units of Service	Estimated Federal Financial Participation
Case Management (Adult)	15	1	11,766	\$ 23,768.29	11,766	\$ 11,884
Mental Health Services (Adult)	15	50	61,497	\$ 160,508.42	61,497	\$ 80,254
Assessment (Adult)	15	30	3,505	\$ 9,147.01	3,505	\$ 4,574
			<b>Subtotal</b>	<b>\$ 193,423.72</b>		
Case Management (Children)	15	1	6,277	\$ 12,680.11	6,277	\$ 11,412
Mental Health Services (Children)	15	50	120,451	\$ 314,377.21	120,451	\$ 282,939
Assessment (Children)	15	30	7,630	\$ 19,913.26	7,630	\$ 17,922
			<b>Subtotal</b>	<b>\$ 346,970.58</b>		
<b>Maximum County Liability</b>				<b>\$ 444,468.97</b>		<b>\$ 408,985</b>

			Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
<b>A. PROGRAM REVENUES</b>						
Monterey County Funds (Monterey County's Use):						
Provisional Rates						
		Estimated Federal Financial Participation (FFP)			\$ 408,985.38	
		DSS			\$ 35,483.59	
		<b>Total Requested Monterey County Funds</b>			<b>\$ 444,468.97</b>	
Other Program Revenues						
		CONTRACTOR Match Amount			\$ 95,925.32	
		Other Program Revenues				
<b>TOTAL PROGRAM REVENUES (equals Allowable Costs)</b>			<b>#REF!</b>	<b>#REF!</b>	<b>\$ 540,394.29</b>	

<b>B. ALLOWABLE COSTS - Allowable expenditures for the care and services of placed Monterey County clients allocated in accordance with requirements contained in this Agreement. Expenditures should be reported within the cost categories list. CONTRACTOR is expected to be able to identify direct and indirect costs directly from its financial statements.</b>						
<b>I. Direct Cost Centers - a direct cost, as defined in OMB A-87, is a cost that can be identified specifically with a particular final cost objective.</b>						
<b>A. Mode Costs (Direct Services)</b>			Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
1	Salaries and wages (please fill out Supplemental Schedule of Salaries and Wages)				\$ 273,345.00	\$ 273,345.00
2	Payroll taxes				\$ 19,777.00	\$ 19,777.00
3	Employee benefits				\$ 22,677.00	\$ 22,677.00
4	Workers Compensation				\$ 3,977.00	\$ 3,977.00
5	Severance Pay (if required by law, employer-employee agreement or established written policy or associated with County's loss of funding)					\$ -
6	Temporary Staffing					\$ -
7	Flexible Client Spending (please provide supporting documents)					\$ -
8	Travel (costs incurred to carry out the program)				\$ 7,000.00	\$ 7,000.00
9	Employee Travel and Conference				\$ 2,500.00	\$ 2,500.00
10	Communication Costs				\$ 3,500.00	\$ 3,500.00
11	Utilities				\$ 9,000.00	\$ 9,000.00
12	Cleaning and Janitorial					\$ -
13	Maintenance and Repairs - Buildings				\$ 35,000.00	\$ 35,000.00

**EXHIBIT H-2**

		Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
14	Maintenance and Repairs - Equipment				\$ -
15	Printing and Publications			\$ 2,000.00	\$ 2,000.00
16	Memberships, Subscriptions and Dues			\$ 500.00	\$ 500.00
17	Office Supplies			\$ 6,000.00	\$ 6,000.00
18	Postage and Mailing			\$ 100.00	\$ 100.00
19	Medical Records				\$ -
20	Data Processing				\$ -
21	Rent and Leases - equipment			\$ 300.00	\$ 300.00
22	Rent and Leases - building and improvements (please identify the property address and method of cost allocation)				\$ -
23	Taxes and assessments (Please identify the property address and method of cost allocation)				\$ -
24	Interest in Other Long-term debts - 325 California Street mortgage interest			\$ 5,615.00	\$ 5,615.00
25	Other Professional and Consultant Services (allowable with prior specific approval from Monterey County and must meet the criteria of a direct cost)			\$ 2,000.00	\$ 2,000.00
26	Audit Costs and Related Services (Audits required by and conducted in accordance with the Single Audit Act (OMB Circular A-133))				\$ -
27	Miscellaneous - mortgage & labs/drug testing			\$ 22,385.00	\$ 22,385.00
28	Depreciation Expenses (please exclude assets purchased by COUNTY funds and provide Schedule of Depreciation expense.)				\$ -
29	<b>Total Mode Costs</b>	\$ -	\$ -	\$ 415,676.00	\$ 415,676.00
	<b>B. Administrative Costs - the allocation base must reasonably reflect the level of service received by the County from the program/activity and there must be a direct causal relationship between the allocation based used and the service provided.</b>				
30	Salaries and Benefits				\$ -
31	Supplies			\$ 22,202.00	\$ 22,202.00
32	Others - match money			\$ 80,000.00	\$ 80,000.00
33	Depreciation Expenses (please exclude assets purchased by COUNTY funds and provide Schedule of Depreciation expense.)				\$ -
34	<b>Total Administrative Costs</b>		\$ -	\$ 102,202.00	\$ 102,202.00
35	<b>TOTAL DIRECT COSTS</b>		\$ -	\$ 517,878.00	\$ 517,878.00
<p><b>II Indirect Cost Centers - include all costs that are incurred for a common or joint purpose benefitting more than one final cost objective, that are not readily assignable to the cost objective specifically benefitted without effort disproportionate to the results achieved. The indirect cost centers correspond directly with the expense accounts defined in the Accounting Standards and Procedures for Counties, which is published by the California State Controller's Office.</b></p>					
	<b>INDIRECT COSTS</b>	Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
36	Equipment (purchase price of less than \$5000)				\$ -
37	Rent and Leases - equipment				\$ -
38	Rent and Leases - building and improvements				\$ -
39	Taxes and assessments			\$ 100.00	\$ 100.00
40	Insurance and Indemnity			\$ 2,472.00	\$ 2,472.00
41	Maintenance - equipment				\$ -
42	Maintenance - building and improvements				\$ -
43	Utilities				\$ -
44	Household Expenses			\$ 15,000.00	\$ 15,000.00
45	Interest in Bonds				\$ -
46	Interest in Other Long-term debts				\$ -
47	Other interest and finance charges				\$ -
48	Contracts Administration				\$ -
49	Legal and Accounting (when required for the administration of the County Programs)				\$ -
50	Audit Costs and Related Services (Audits required by and conducted in accordance with the Single Audit Act (OMB Circular A-133))			\$ 4,944.00	\$ 4,944.00
51	Data Processing				\$ -

**EXHIBIT H-2**

		Actual FY 2010-11	Budget FY 2011-12	Budget FY 2012-13	Change
52	Personnel Administration				\$ -
53	Medical Records				\$ -
54	Other Professional and Specialized Services				\$ -
55	Transportation and Travel				\$ -
56	Advertising (for recruitment of admin personnel, procurement of services and disposal of surplus assets)				\$ -
<b>57</b>	<b>Total Indirect costs</b>	\$ -	\$ -	\$ 22,516.00	\$ 22,516.00
<b>63</b>	<b>Total Allowable Costs</b>	\$ -	\$ -	\$ 540,394.00	\$ 540,394.00
<b>COST REPORT INFORMATION:</b>			Budget FY 2011-12	Budget FY 2012-13	Change
64	Land				
65	Buildings and Improvements				
66	Equipment (purchase price of \$5000 or more)				
67	Total	0			

*We hereby certify to the best of our knowledge, under penalty of perjury, that the above report is true and correct, that the amounts reported are traceable to (Contractor's Name) accounting records, and that all Monterey County funds received for the purposes of this program were spent in accordance with the Contract's program requirements, the Agreement and all applicable Federal, State and County laws and regulations. Falsification of any amount disclosed herein shall constitute a false claim pursuant to California Government Code Section 12650 et seq.*

Executive Director's Signature \_\_\_\_\_ Date \_\_\_\_\_ Finance Director's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Supplemental Schedule of Salaries and Wages - Mode Cost (Direct Services)**

TITLE OF POSITION	Annual Salary/Wage	FTE (Full Time Employee)	TOTAL
Recovery Services Director	\$ 85,000	0.10	\$ 8,500
Senior Counselor	\$ 47,778	1.00	\$ 47,778
Counselor	\$ 34,771	2.40	\$ 83,450
Child Development Specialist	\$ 31,824	1.00	\$ 31,824
Program Aide	\$ 20,800	1.00	\$ 20,800
Clinical Supervisor	\$ 42,193	1.00	\$ 42,193
	\$ 48,500	0.80	\$ 38,800
			\$ -
			\$ -
			\$ -
<b>Total Salaries and Wages</b>			\$ 273,345