

**State of California
Office of Administrative Law**

In re:
**California Health Facilities Financing
Authority**

Regulatory Action:

Title 04, California Code of Regulations

Adopt sections: 7313, 7314, 7315, 7316,
7317, 7318, 7319, 7319.1,
7320, 7321, 7322, 7323,
7324, 7325, 7325.1, 7326,
7327, 7328, 7329

Amend sections:

Repeal sections:

**NOTICE OF APPROVAL OF EMERGENCY
REGULATORY ACTION**

**Government Code Sections 11346.1 and
11349.6**

OAL Matter Number: 2018-1115-01

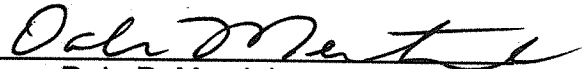
OAL Matter Type: Emergency (E)

These emergency regulations are adopted to implement the Investment in Mental Health Wellness Grant Program, within the Mental Health Wellness Act of 2013, specific to the needs of children and youth. (Government Code section 5848.5; Senate Bill 833, Stats. 2016, ch. 30.) Specifically, the regulations establish the application process, selection criteria, eligible costs, minimum and maximum grant amounts, appeal process, and reporting requirements for grants awarded to local government and nonprofit entities for the purpose of increasing mental health service capacity for children and youth in the following service domains: crisis intervention and stabilization, crisis residential treatment, mobile crisis support teams, and family respite care.

OAL approves this emergency regulatory action pursuant to sections 11346.1 and 11349.6 of the Government Code.

This emergency regulatory action is effective on 11/26/2018 and will expire on 5/29/2019. The Certificate of Compliance for this action is due no later than 5/28/2019.

Date: November 26, 2018



**Dale P. Mentink
Senior Attorney**

For: Debra M. Cornez
Director

**Original: Ronald L. Washington ,
Executive Director**

NOTICE PUBLICATION/REGULATIONS SUBMISSION

(See instructions on reverse)

For use by Secretary of State only

STD. 400 (REV. 01-2013)

OAL FILE NUMBERS	NOTICE FILE NUMBER Z-	REGULATORY ACTION NUMBER 2018-1115-01E	EMERGENCY NUMBER
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For use by Office of Administrative Law (OAL) only

2018 NOV 15 A 9:38

OFFICE OF
ADMINISTRATIVE LAW

NOTICE

REGULATIONS

AGENCY WITH RULEMAKING AUTHORITY

CA Health Facilities Financing Authority

AGENCY FILE NUMBER (if any)

ENDORSED - FILED
In the office of the Secretary of State
of the State of California

NOV 26 2018

2:49 PM

A. PUBLICATION OF NOTICE (Complete for publication in Notice Register)

1. SUBJECT OF NOTICE		TITLE(S)	FIRST SECTION AFFECTED	2. REQUESTED PUBLICATION DATE
3. NOTICE TYPE <input type="checkbox"/> Notice re Proposed Regulatory Action <input type="checkbox"/> Other		4. AGENCY CONTACT PERSON	TELEPHONE NUMBER	FAX NUMBER (Optional)
OAL USE ONLY	ACTION ON PROPOSED NOTICE <input type="checkbox"/> Approved as Submitted <input type="checkbox"/> Approved as Modified <input type="checkbox"/> Disapproved/Withdrawn		NOTICE REGISTER NUMBER	PUBLICATION DATE

B. SUBMISSION OF REGULATIONS (Complete when submitting regulations)

1a. SUBJECT OF REGULATION(S) Investment in Mental Health Wellness Grant Program		1b. ALL PREVIOUS RELATED OAL REGULATORY ACTION NUMBER(S)	
2. SPECIFY CALIFORNIA CODE OF REGULATIONS TITLE(S) AND SECTION(S) (Including title 26, if toxics related)			
SECTION(S) AFFECTED (List all section number(s) individually. Attach additional sheet if needed.)		ADOPT 7313, 7314, 7315, 7316, 7317, 7318, 7319, 7319.1, 7320, 7321, 7322, 7323, 7324, 7325, 7325.1, 7326, 7327, 7328, 7329	
TITLE(S) 4		REPEAL	
3. TYPE OF FILING			
<input type="checkbox"/> Regular Rulemaking (Gov. Code §11346) <input type="checkbox"/> Resubmittal of disapproved or withdrawn nonemergency filing (Gov. Code §§11349.3, 11349.4) <input checked="" type="checkbox"/> Emergency (Gov. Code, §11346.1(b))			
<input type="checkbox"/> Certificate of Compliance: The agency officer named below certifies that this agency complied with the provisions of Gov. Code §§11346.2-11347.3 either before the emergency regulation was adopted or within the time period required by statute. <input type="checkbox"/> Resubmittal of disapproved or withdrawn emergency filing (Gov. Code, §11346.1)			
<input type="checkbox"/> Emergency Readopt (Gov. Code, §11346.1(h)) <input type="checkbox"/> File & Print <input type="checkbox"/> Other (Specify) _____			
<input type="checkbox"/> Changes Without Regulatory Effect (Cal. Code Regs., title 1, §100) <input type="checkbox"/> Print Only			
4. ALL BEGINNING AND ENDING DATES OF AVAILABILITY OF MODIFIED REGULATIONS AND/OR MATERIAL ADDED TO THE RULEMAKING FILE (Cal. Code Regs. title 1, §44 and Gov. Code §11347.1)			
5. EFFECTIVE DATE OF CHANGES (Gov. Code, §§ 11343.4, 11346.1(d); Cal. Code Regs., title 1, §100)			
<input type="checkbox"/> Effective January 1, April 1, July 1, or October 1 (Gov. Code §11343.4(a)) <input checked="" type="checkbox"/> Effective on filing with Secretary of State <input type="checkbox"/> \$100 Changes Without Regulatory Effect <input type="checkbox"/> Effective other (Specify) _____			
6. CHECK IF THESE REGULATIONS REQUIRE NOTICE TO, OR REVIEW, CONSULTATION, APPROVAL OR CONCURRENCE BY, ANOTHER AGENCY OR ENTITY			
<input type="checkbox"/> Department of Finance (Form STD. 399) (SAM §6660) <input type="checkbox"/> Fair Political Practices Commission <input type="checkbox"/> State Fire Marshal			
<input type="checkbox"/> Other (Specify) _____			
7. CONTACT PERSON Sondra Jacobs		TELEPHONE NUMBER 651-0032	FAX NUMBER (Optional) E-MAIL ADDRESS (Optional)

8. I certify that the attached copy of the regulation(s) is a true and correct copy of the regulation(s) identified on this form, that the information specified on this form is true and correct, and that I am the head of the agency taking this action, or a designee of the head of the agency, and am authorized to make this certification.

SIGNATURE OF AGENCY HEAD OR DESIGNEE

DATE

TYPED NAME AND TITLE OF SIGNATORY

Ronald L. Washington, Executive Director, CA Health Facilities Financing Authority

For use by Office of Administrative Law (OAL) only

ENDORSED APPROVED

NOV 26 2018

Office of Administrative Law

TEXT OF REGULATIONS
California Code of Regulations
Title 4, Division 10, Chapter 5.5
Investment in Mental Health Wellness Grant Program
for Children and Youth

Add Section 7313 to read:

Section 7313. Definitions.

The following definitions shall apply wherever the terms are used throughout this Chapter.

(a) "Applicant" means an entity that meets the eligibility requirements as further described in Section 7314 for submission of an Application and submits an Application.

(b) "Application" means the written request for a Grant under the Investment in Mental Health Wellness Grant Program in the form and format of the Investment in Mental Health Wellness Grant Program for Children and Youth Application, Form No. CHFFA 7 CY-01 (09/2018), which is hereby incorporated by reference, including all supporting information and documents, as further described in Section 7316.

(c) "Audited Financial Statements" means an examination and report of an independent accounting firm on the financial activities of a public agency or private nonprofit corporation.

(d) "Authority" means the California Health Facilities Financing Authority.

(e) "Authority Staff" means employees of the Authority.

(f) "Bay Area Region" means the counties of Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma.

(g) "Capital Funding" means the Grants the Authority may award for all Projects except Mobile Crisis Support Team personnel projects.

(h) "Central Region" means the counties of Alpine, Amador, Calaveras, El Dorado, Fresno, Inyo, Kings, Madera, Mariposa, Merced, Mono, Placer, Sacramento, San Joaquin, Stanislaus, Sutter, Tulare, Tuolumne, Yuba, and Yolo.

(i) "Children and Youth" or "Child or Youth" means persons 21 years of age and under.

- (j) "Counties Applying Jointly" means counties that submit an Application together for a Project to deliver crisis services.
- (k) "Crisis Intervention" means crisis intervention as defined in Section 1810.209 of Title 9 of the California Code of Regulations.
- (l) "Crisis Residential Treatment" means crisis residential treatment services as defined in Section 1810.208 of Title 9 of the California Code of Regulations.
- (m) "Crisis Stabilization" means crisis stabilization as defined in Section 1810.210 of Title 9 of the California Code of Regulations.
- (n) "Executive Director" means the executive director of the Authority.
- (o) "Family Respite Care" means short term care provided to Children and Youth receiving mental health services, and assistance to their families, to provide temporary relief and sustain family health and wellbeing.
- (p) "Feasible" means the Project has secured all the necessary funding and developed a detailed plan with the steps necessary to complete the Project and begin providing Program services.
- (q) "Final Allocation" means the Grant amount approved by the Authority as further described in Section 7322.
- (r) "Funding Round" means the time period during which Applications may be submitted for consideration of funding by the Authority.
- (s) "Going Concern Qualification" means an opinion of an independent accounting firm auditor that there is substantial doubt regarding the entity's ability to continue into the future, generally defined as the following year.
- (t) "Grant" means an award of funds to an Applicant.
- (u) "Grant Agreement" means a written agreement between the Authority and a Grantee that consists of the terms and conditions of the Grant.
- (v) "Grant Award Letter" means the official notification that a Grant has been approved by the Authority.
- (w) "Grant Period" means the time period from the date of Final Allocation to the date set by the Authority for the Grant to end.
- (x) "Grantee" means a county, private nonprofit corporation or public agency that has been awarded or designated to receive Grant funds.

(y) "Initial Allocation" means the Grant amount the Authority Staff recommends the Authority approve for Final Allocation as further described in Section 7320.

(z) "Lead Grantee" means the county or joint powers authority with a county as a member designated on the Application to have the primary responsibility for the fiscal management of Grant funds, records retention, reporting and all of the other aspects of compliance with this Chapter and the Grant Agreement.

(aa) "Mental Health Crisis Services" means Crisis Intervention, Crisis Residential Treatment, and Crisis Stabilization.

(bb) "Mobile Crisis Support Team" means a mobile unit staffed by designated personnel, which may include peers, dispatched to assist Children and Youth experiencing mental health issues.

(cc) "Personnel Funding" means the funds the Authority may award only for Mobile Crisis Support Team personnel.

(dd) "Program" means Crisis Stabilization, Crisis Residential Treatment, Family Respite Care or Mobile Crisis Support Teams provided therein.

(ee) "Project" means startup or expansion of Program(s) and acquisition, construction, renovation, equipping or financing of capital assets; designed and operated specifically for Children and Youth.

(ff) "Ready" means the Project has all applicable approvals and/or documents for the Project to begin.

(gg) "Related Supports" means local service providers who interact with Children and Youth and/or their families before, during and after a mental health crisis, including health care providers, law enforcement, mental health providers, educational institutions, peer support services, social services, triage personnel, and other supports within the continuum of care.

(hh) "Southern Region" means the counties of Imperial, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, and Ventura.

(ii) "Subsequent Funding Round" means any specified time period after the initial Funding Round during which Applications may be submitted to be considered for funding by the Authority, subject to the availability of funds.

(ji) "Superior Region" means the counties of Butte, Colusa, Del Norte, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity.

(kk) "Sustainable" means the Program has reasonably foreseeable funding to operate on a continuous basis, or at least for the useful life of the Project.

(ll) "Target Population" means the specific group(s) of Children and Youth identified as the intended beneficiaries of the Program(s) to be funded by a Grant, including Children and Youth eligible for Medi-Cal and Children and Youth eligible for county health and mental health services.

NOTE: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code. Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7314 to read:

Section 7314. Eligibility.

(a) The following entities are eligible to apply for a Grant under the Investment in Mental Health Wellness Grant Program for Children and Youth:

(1) A county.

(2) Counties Applying Jointly.

(3) A private nonprofit corporation or public agency designated by a county or Counties Applying Jointly to be a Co-Applicant with the county or Counties Applying Jointly.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code. Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7315 to read:

Section 7315. Eligible Project Costs.

(a) Eligible costs for Capital Funding are:

(1) Purchase of real property.

(2) Construction or renovation, including costs of:

(A) Project planning or Project management.

(B) Appraisals.

(C) Inspections.

(D) Pre-construction costs, including but not limited to permit fees, surveying, architectural, and engineering fees.

(E) Hardscaping and/or landscaping costs essential to the completion of the Project, not to exceed 5% of total Grant award.

(3) Furnishings and/or equipment.

(4) Purchase of vehicles for Mobile Crisis Support Teams and maintenance contracts for the vehicles for up to two years.

(5) Information technology hardware and software, not to exceed 1% of total Grant award except when approved by the Authority and only upon submission of justification that the additional information technology costs are necessary for the Project to achieve the desired goals and outcomes set forth in Section 7319, subdivision (a)(3), and/or Section 7319.1, subdivision (a)(3).

(6) Up to three months of Program startup or expansion costs consisting of training and personnel salaries and benefits.

(b) Eligible costs for Personnel Funding are employee salaries and benefits specific to the staff funded by a Grant for the Mobile Crisis Support Team(s). Salaries and benefits shall be consistent with the compensation policies of the employer.

(c) Grant funds shall be used only for costs directly related to and essential for the completion of the Project.

(d) Eligible costs include only those incurred during the Grant Period.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7316 to read:

Section 7316. Grant Application.

(a) Entities that meet the eligibility requirements of Section 7314 may apply for a Grant.

(b) Applications with multiple Applicants shall designate one of the Applicants as Lead Grantee should a Grant be awarded.

(c) If an Applicant(s) is applying for multiple Programs, only a single Application is required.

(d) Application forms shall be available on the Authority's website at www.treasurer.ca.gov/chffa and will be referred to as the Investment in Mental

Health Wellness Grant Program for Children and Youth Application, Form No. CHFFA 7 CY-01 (09/2018).

(1) An original and two copies of the Application shall be received by the Authority no later than 5:00 p.m. (Pacific Time) on the deadline date posted on the Authority's website at www.treasurer.ca.gov/chffa and may be sent by mail or delivery to:

California Health Facilities Financing Authority
Investment in Mental Health Wellness Grant Program for Children
and Youth
915 Capitol Mall, Room 435
Sacramento, California 95814

or the Application may be emailed as a Portable Document Format (PDF) attachment to chffa@treasurer.ca.gov. The Authority is not responsible for email transmittal delays or failures of any kind.

(2) Incomplete Applications and Applications received by the Authority after the deadline date and time of the funding round shall not be accepted for review in that funding round.

(3) Applications shall be considered final as of the deadline date and time. No additional information or documents shall be accepted by the Authority after that date, except as specifically requested by the Authority.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7317 to read:

Section 7317. Funding Rounds and Application Deadlines.

(a) The deadline for the first Funding Round shall be posted on the Authority's website at www.treasurer.ca.gov/chffa within ten business days following the date the regulations are filed with the Secretary of State.

(b) If funds are available, the deadline for Subsequent Funding Rounds shall be posted on the Authority's website at www.treasurer.ca.gov/chffa.

(c) Notices of deadlines will be posted on the Authority's website and sent to the Authority's listserv to which anyone may subscribe at www.treasurer.ca.gov/chffa.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7318 to read:

Section 7318. Maximum Grant Amounts.

(a) In the first Funding Round, Applicants may apply for Capital Funding totaling no more than the following maximum Grant amounts per county, according to the most recent population projection by the California Department of Finance at the time the Application is submitted:

	<u>County Population</u>	<u>Maximum</u>
(1)	<u>100,000 or less</u>	<u>\$750,000</u>
(2)	<u>100,001 to 400,000</u>	<u>\$1,000,000</u>
(3)	<u>400,001 to 1,100,000</u>	<u>\$2,500,000</u>
(4)	<u>1,100,001 or more</u>	<u>\$4,000,000</u>

(b) In the first Funding Round, upon the availability of the Personnel Funding as defined in Section 7313 subdivision (cc), Applicants may apply for Personnel Funding totaling no more than the following maximums per region:

(1)	<u>Bay Area Region</u>	<u>\$729,000</u>
(2)	<u>Central Region</u>	<u>\$702,000</u>
(3)	<u>Southern Region</u>	<u>\$2,386,000</u>
(4)	<u>Superior Region</u>	<u>\$183,000</u>

(c) Counties Applying Jointly may, at their discretion, apply for up to the sum of their respective maximum Capital Funding amounts.

(d) If funds for Capital Funding remain after Final Allocations have been awarded for Applications submitted in the first Funding Round, Applications may be submitted without regard to previous maximum Grant amounts per county, and Grant awards for Capital Funding shall be made on a statewide competitive basis.

(e) If funds for Personnel Funding remain after Final Allocations have been awarded for Applications submitted in the first Funding Round, Applications may be submitted without regard to previous maximum Grant amounts per region, and Grant awards for Personnel Funding shall be made on a statewide competitive basis.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7319 to read:

Section 7319. Evaluation Criteria for Crisis Stabilization, Crisis Residential Treatment, and Mobile Crisis Support Teams.

(a) Applications shall be scored on the following criteria:

(1) Project expands access to and capacity for community-based Mental Health Crisis Services that offer relevant alternatives to hospitalization and detainment by law enforcement. (Maximum 25 points)

(A) Project proposes new or expanded Crisis Stabilization, Crisis Residential Treatment and/or Mobile Crisis Support Team Programs to be funded by the Grant, describes the services within the Programs, and clearly identifies the Target Population(s), including age group(s), to be served. (Maximum 5 points)

(B) Project meets the community need existing within the current continuum, seeks to address who does and does not receive services now, and is designed to address the weaknesses of the current system and build on its strengths. (Maximum 3 points)

(C) Project increases capacity for community-based Mental Health Crisis Services. The Application shall identify the number of Crisis Stabilization and Crisis Residential Treatment beds that will be added and/or the number of Mobile Crisis Support Teams including the number of Mobile Crisis Support Team vehicles and staff that will be added; and how the added impacts the Target Population(s) and translates into a number of additional Children and Youth that can be served in the community. (Maximum 6 points)

(D) Project expands and improves timely access to community-based Mental Health Crisis Services. The Application shall address how access is expanded and improved for the community. Examples include extending hours of existing services; adding locations where services can be accessed by Children and Youth, as appropriate, and their family members; efforts to timely connect Children and Youth to crisis services from hospitals, educational institutions, detainment centers, juvenile hall, jail, etc.; engaging in new outreach to Children and Youth, as appropriate, and their families, and educational institutions so they know new or expanded services are available; and addressing cultural, language, and other barriers unique to the community. (Maximum 6 points)

(E) Project is qualitatively different from crisis services delivered in an institutional setting (such as a hospital emergency room, an in-patient hospital setting or a law enforcement vehicle) and clearly describes the proposed staffing, the community setting in which the Programs will be offered and the building or vehicles in which services will be provided. (Maximum 5 points)

(2) Application demonstrates a clear plan for a continuum of care before, during, and after crisis mental health intervention or treatment and for collaboration and integration with other health systems, educational institutions, social services, and law enforcement. (Maximum 15 points)

(A) Project fits in with the continuum of care as it presently exists in the community. The Application identifies the shortcomings that exist within the continuum and how the Project will improve the existing continuum of care for Children and Youth utilizing Mental Health Crisis Services, including whether Applicant contemplates submitting an application to the Mental Health Oversight and Accountability Commission or has been awarded funding for triage personnel. (Maximum 5 points)

(B) Application identifies working relationships with Related Supports that already exist and which will be established to enhance and expand community-based collaboration designed to maximize and expedite access to crisis services for the purpose of avoiding unnecessary hospitalization and detainment by law enforcement and improving wellness for Children and Youth with mental health disorders and their families. The existing working relationships shall be supported by letters from the Related Supports identifying the collaborative efforts amongst the agencies to enhance and expand crisis services. For example, an enhancement may include training of local law enforcement, current crisis providers, hospitals and other related providers on how to properly respond to Children and Youth experiencing a mental health crisis. (Maximum 10 points)

(3) Identifies Key Outcomes and a Plan for Measuring Them. (Maximum 10 points)

(A) Application includes methodology, timeline, and assignment of responsibility to measure and demonstrate outcomes of the Program, including the following:

(i) Reduced hospital emergency room and psychiatric inpatient utilization. (Maximum 2 points)

(ii) Reduced law enforcement involvement on mental health crisis calls, contacts, custodies and/or transports for assessment. (Maximum 2 points)

(iii) Improvements in participation rates in the Program(s). (Maximum 1 point)

(iv) Children and Youth (when appropriate) and/or their family members' (when appropriate) satisfaction with the crisis services the Children and Youth received. (Maximum 1 point)

(v) Number of Crisis Residential Treatment and Crisis Stabilization beds; and/or number of Mobile Crisis Support Teams including the number of Mobile Crisis Support Team vehicles and staff added. (Maximum 1 point)

(vi) Number of Children and Youth within the Target Population(s) being served and other Children and Youth who may be being served. (Maximum 1 point)

(vii) The value of the Program(s), such as mitigation of costs to the county, law enforcement, or hospitals. An example of such value is: The utilization of Crisis Residential Treatment costs "X" dollars and utilization of inpatient hospitalization would have cost "X" dollars, therefore value approximates "X" dollars. (Maximum 1 point)

(viii) The percent of Children and Youth who receive a crisis service who, within 15 days, and within 30 days, return for crisis services at a hospital emergency department, psychiatric hospital, detainment centers, juvenile hall or jail. (Maximum 1 point)

(4) Project is, or will be, Ready, Feasible, and Sustainable. (Maximum 50 points)

(A) Application provides a detailed plan and a timeline with steps needed to complete the Project and demonstrates the ability to meet the timeframes set forth in subdivision (H). Supporting documentation is provided, if available. (Maximum 15 points)

(i) Address, renderings and/or floor plans of Project site, if available. If a Project site has not been identified, a description of the process, criteria for selection, and timeline for identification of Project site that will be utilized. (This subdivision is not applicable to Mobile Crisis Support Team Projects)

(ii) Necessary approvals and processes to complete the Project, and the names and roles of all responsible entities. This includes, but is not limited to, County Board of Supervisors' approval, Request for Proposals, architectural and construction contracts, California Environmental Quality Act (CEQA) compliance, building permits, and conditional use permits, as applicable.

(iii) Key milestones, in the future and completed to date, including projected or actual Project start date (i.e., date of purchase, renovation/construction or lease), Project end date (i.e., date of occupancy), and projected start date of services to Target Population(s).

(iv) The plan and current status for staffing the Program(s).

(v) Potential challenges that may affect the timeline to start providing services and how those challenges will be mitigated, including but not limited to, site identification and acquisition, contracting, local use permit process, County Board of Supervisors' approval, CEQA process, Building Code compliance, selection of service provider, licensure, certification, loss of a site, delays in local (city and/or county) approvals, community opposition issues, loss or reduction in leverage funding, and increased project costs, as applicable.

(B) Application describes and provides evidence of community outreach and engagement efforts for the proposed Program(s) in the vicinity of planned Project site, as applicable. (Maximum 7 points)

(C) A qualified service provider has been identified or a plan is in place for identifying one and the following are addressed: (Maximum 8 points)

(i) If a service provider that will operate the Program(s) has already been identified, written plans in place for how the treatment and/or services will be provided shall be described. These include a description of range of services offered and information about the service provider including expertise in mental health treatment, purpose, goals, and services of the organization.

(ii) If a service provider has not been identified, the process, criteria for selection, and timeline for identification are clear.

(D) For proposed crisis stabilization or crisis residential treatment programs, applicant describes a plan for obtaining Medi-Cal certification. (Required, but no points awarded)

(E) For proposed crisis residential treatment programs, Applicant describes a plan for obtaining a license and program approval to operate as a Children's crisis residential program as defined in Health and Safety Code Section 1502, subdivision (a)(21). (Required, but no points awarded)

(F) Application identifies total cost of the Project, and sufficient funding sources or a plan for acquiring them. (Maximum 10 points)

(i) A line item of Project costs, including the proposed use of Grant funds.

(a) Applications shall be scored on the following criteria:

(1) Project expands access to and capacity for Family Respite Care to families of Children and Youth receiving mental health services in order to sustain family health and well-being. (Maximum 25 points)

(A) Project proposes a new or expanded Family Respite Care Program to be funded by the Grant, describes the services within the Program, including but not limited to in-home, out-of-home respite care, and clearly identifies the criteria for the Target Population(s) whose families are eligible for services. Target Population criteria shall include, but is not limited to, children's/youth age groups, diagnosis, etc. (Maximum 5 points)

(B) Project meets the community need existing within the current continuum, addresses who does and does not receive Family Respite Care services now, and is designed to address the weaknesses of the current system and build on its strengths. (Maximum 3 points)

(C) Project increases capacity for Family Respite Care. The Application shall identify the number of families that may receive services, how added capacity impacts the Target Population(s) and translates into a number of additional families that can be served in the community. (Maximum 6 points)

(D) Project improves timely access to Family Respite Care. The Application shall address how access to Family Respite Care is expanded and improved for the community. Examples include: staff qualifications and hours of operation. Application describes services provided by the Program to families of Children and Youth receiving mental health services, outreach to families about availability of new or additional services and how cultural, linguistic, and other barriers unique to the community will be addressed. (Maximum 6 points)

(E) Project provides community-based services to families of Children/Youth receiving mental health services and the Application describes the building(s) in which the Program will be offered and the setting(s) in which the identified services will be provided to the families. (Maximum 5 points)

(2) Application demonstrates a clear plan for a continuum of care before, during, and after intervention or treatment and for collaboration and integration with other health systems, educational institutions, social services and law enforcement, and describes the referral process that will be utilized to connect families to Family Respite Care. (Maximum 15 points)

(A) Project fits in with the continuum of care as it presently exists in the community. The Application identifies the shortcomings that exist within the

(ii) Project leverages public and/or private funding sources sufficient to complete the Project and includes the amounts and current status of funding.

(iii) The total uses of funds shall not exceed the total amount of all available funding sources.

(iv) A description of the Grantee's internal process to ensure the Grant funds will only be used for eligible costs as described in Section 7315.

(G) Application includes: (Maximum 10 points)

(i) A budget that details annual projected operating costs.

(ii) A description of new Program funding sources with amounts and cash flow projections and/or how existing funding will be redirected to provide ongoing support for the useful life of the Project for new and expanded services.

(iii) Documentation such as funding letters, minutes from the County Board of Supervisors' meeting evidencing approval of the budget, or other documentation acceptable to the Authority. If approval has not been obtained, a detailed plan for obtaining such approval is provided.

(H) Application shall demonstrate the Project will be Ready, Feasible and Sustainable as follows:

(i) Mobile Crisis Support Team Projects within nine months of the approval of the Final Allocation.

(ii) Crisis Residential Treatment and Crisis Stabilization Projects that include acquisition of a building and/or renovation within 12 months of the approval of the Final Allocation.

(iii) Crisis Residential Treatment and Crisis Stabilization Projects that include construction within 18 months of the approval of the Final Allocation.

(I) Documentation indicating Lead Grantee's creditworthiness and satisfactory financial capacity in its most recent local government credit rating or the most recent Audited Financial Statement, which may not contain a Going Concern Qualification. (Required, but no points awarded)

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7319.1 to read:

Section 7319.1. Evaluation Criteria for Family Respite Care Program.

continuum, how the Program will improve the existing continuum of care for Children and Youth receiving mental health services and their families and how the Program supports other mental health crisis services available to Children and Youth, including whether Applicant contemplates submitting an application to the Mental Health Oversight and Accountability Commission or has been awarded funding for family support services and training. (Maximum 5 points)

(B) Application identifies working relationships with Related Supports that already exist and which will be established to enhance and expand community based collaboration designed to maximize access to Family Respite Care for the purpose of sustaining health and well-being of families of Children and Youth receiving mental health services. The existing working relationships shall be supported by letters from the Related Supports identifying the collaborative efforts amongst the agencies to enhance and expand services. (Maximum 10 points)

(3) Identifies Key Outcomes and a Plan for Measuring Them.
(Maximum 10 points)

(A) Application includes methodology, timeline, and assignment of responsibility to measure and demonstrate outcomes of the Program, including the following:

(i) Increased participation rates by families in the Family Respite Care Program. (Maximum 1 point)

(ii) Family members' satisfaction with the Family Respite Care services received. (Maximum 2 points)

(iii) Number of families served by the Program. (Maximum 2 points)

(iv) Whether services provided by the Program prevented out-of-home placement of Children and Youth receiving mental health services or re-entry of the Child/Youth into out-of-home placement. (Maximum 2 points)

(v) Whether the families of the Target Population(s) are being served and other families who may be being served. (Maximum 2 points)

(vi) The value of the Program, such as mitigation of costs to the county, when Children and Youth are not placed in out-of-home care. An example of such value is: The utilization of Family Respite Care costs "X" dollars and utilization of out-of-home placement would have cost "X" dollars, therefore value approximates "X" dollars. (Maximum 1 point)

(4) Project is, or will be, Ready, Feasible, and Sustainable. (Maximum 50 points)

(A) Application provides a detailed plan and a timeline with steps needed to complete the Project and demonstrates the ability to meet the timeframes set forth in subdivision (F). Supporting documentation is provided, if available. (Maximum 15 points)

(i) Address, renderings and/or floor plans of Project site, if available. If a Project site has not been identified, a description of the process, criteria for selection, and timeline for identification of Project site that will be utilized.

(ii) Necessary approvals and processes to complete the Project, and the names and roles of all responsible entities. This includes, but is not limited to, County Board of Supervisors' approval, Request for Proposals, architectural and construction contracts, California Environmental Quality Act (CEQA) compliance, building permits, and conditional use permits, as applicable.

(iii) Key milestones, in the future and completed to date, including projected or actual Project start date (i.e., date of purchase, renovation/construction or lease), Project end date (i.e., date of occupancy) and projected start date of services to the families of Children and Youth.

(iv) The plan and current status for staffing the Program(s).

(v) Potential challenges that may affect the timeline to start providing services and how those challenges will be mitigated, including but not limited to, site identification and acquisition, contracting, local use permit process, County Board of Supervisors' approval, CEQA process, Building Code compliance, selection of service provider, licensure, certification, loss of a site, delays in local (city and/or county) approvals, community opposition issues, loss or reduction in leverage funding, and increased project costs, as applicable.

(B) Application describes and provides evidence of community outreach efforts for the proposed Program(s) in the vicinity of planned Project site, as applicable. (Maximum 7 points)

(C) Application includes details on the proposed organizational and operational structure of the Family Respite Care Program, whether provided by the Applicant directly or by a potential service provider. (This may include, but is not limited to, staffing criteria for designated supervisors and other personnel; staff recruitment, retention and training, family eligibility and needs assessment, screening and discharge procedures; relevant risk management policies; identification of service needs and coordination of these services on behalf of the

(C) Application includes details on the proposed organizational and operational structure of the Family Respite Care Program, whether provided by the Applicant directly or by a potential service provider. (This may include, but is not limited to: staffing criteria for designated supervisors and other personnel; staff recruitment, retention and training, family eligibility and needs assessment, screening and discharge procedures; relevant risk management policies; identification of service needs and coordination of these services on behalf of the family, if needed, and additional support services available as part of the Program, etc.) (Maximum 8 points)

(D) Application identifies total cost of the Project, and sufficient funding sources or a plan for acquiring them. (Maximum 10 points)

(i) A line item of Project costs, including the proposed use of Grant funds.

(ii) Project leverages public and/or private funding sources sufficient to complete the Project and includes the amounts and current status of funding.

(iii) The total uses of funds shall not exceed the total amount of all available funding sources.

(iv) A description of the Grantee's internal process to ensure the Grant funds will only be used for eligible costs as described in Section 7315.

(E) Application includes: (Maximum 10 points)

(i) A budget that details annual projected operating costs.

(ii) A description of new Program funding sources with amounts and cash flow projections and/or how existing funding will be redirected to provide ongoing support for the useful life of the Project for new and expanded services.

(iii) Documentation such as funding letters, minutes from the County Board of Supervisors meeting evidencing approval of the budget, or other documentation acceptable to the Authority. If approval has not been obtained, a detailed plan for obtaining such approval is provided.

(F) Application shall demonstrate the Project will be Ready, Feasible, and Sustainable as follows:

(i) Family Respite Care Projects that include acquisition of a building and/or renovation within 12 months of the approval of the Final Allocation.

(ii) Family Respite Care Projects that include construction within 18 months of the approval of the Final Allocation.

(G) Documentation indicating Lead Grantee's creditworthiness and satisfactory financial capacity in its most recent local government credit rating or the most recent Audited Financial Statement, which may not contain a Going Concern Qualification. (Required, but no points awarded)

(i) Co-Applicants that are a private nonprofit corporation shall provide, upon request, Audited Financial Statements to Authority Staff.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7320 to read:

Section 7320. Initial Allocation.

(a) Authority Staff will evaluate the Application's completeness, responsiveness, and clarity in addressing the criteria described in Section 7319 and/or 7319.1.

(b) The scores from each reviewer of the Authority Staff will be added and the average of the scores will be calculated. The average score will be the final score assigned to the Application.

(c) The Authority Staff will make Initial Allocations based on the final score assigned to each Application, from the highest to the lowest, and present the Initial Allocations to the Authority for Final Allocations.

(d) Notification of Initial Allocations will be sent to Applicants before the public meeting at which the Authority will determine Final Allocations.

(e) During any funding round, Initial Allocations shall be limited to Applications which receive a minimum of 70 points under Section 7319 and/or 7319.1.

(1) Applications shall score a minimum of 35 points under Section 7319, subdivision (a)(4), and/or Section 7319.1, subdivision (a)(4), to be considered for an Initial Allocation.

(2) Applications receiving a score of zero points in any criteria in Section 7319, subdivision (a)(1) or (a)(2), or 7319.1, subdivision (a)(1) or (a)(2), shall not be considered for an Initial Allocation.

(3) Initial Allocations may be considered for Applications scoring fewer than 70 points to achieve the statewide objectives of a minimum of 120 Crisis Stabilization and Crisis Residential Treatment beds and 200 Mobile Crisis Support Teams.

(f) Initial Allocations may be less than the amount requested in the Application to control Project costs, or fund more Grants to achieve the statewide objective of a minimum of 120 new Crisis Stabilization and Crisis Residential Treatment beds and 200 new Mobile Crisis Support Teams.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7321 to read:

Section 7321. Appeals.

(a) Availability.

(1) The Applicant designated as Lead Grantee on an Application may, on behalf of all Applicants listed on an Application, appeal the amount of the Initial Allocation recommended by Authority Staff for that Application, including an Authority Staff determination not to recommend a Grant. No Applicant may appeal an Initial Allocation made to another Applicant.

(b) Timing.

(1) The appeal shall be submitted to the Executive Director no later than five calendar days following the date of the notification of Initial Allocation.

(2) Appeals may be submitted to the Executive Director by email, mail or delivery to:

California Health Facilities Financing Authority
915 Capitol Mall, Room 435
Sacramento, California 95814

Email address: chffa@treasurer.ca.gov

(c) Review.

(1) The Executive Director shall review the appeal based on the Application as originally submitted. Any new or revised Application, additional documentation, and/or information that was not submitted in the original Application shall not be considered.

(2) The Executive Director shall make a decision on the merit of the appeal and notify the Applicant of the decision no later than 20 calendar days after receipt of the appeal.

(2) Adjustments to any Initial Allocations following any appeals may not be appealed.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7322 to read:

Section 7322. Final Allocation.

(a) Final Allocations shall be determined by the Authority at a public meeting.

(b) A Grant Award Letter that includes the following shall be sent to all Applicants approved for a Final Allocation:

(1) Name(s) of the Grantee.

(2) Grant amount.

(3) The Grant Period.

(4) A description of the costs to be funded by the Grant.

(5) A request for a resolution of the Grantee's governing board authorizing an official to accept the Grant and all responsibilities flowing therefrom.

(6) Notification that funding of a Grant is contingent upon the availability of funds under the Investment in Mental Health Wellness Grant Program for Children and Youth.

(7) A statement that the Authority reserves the right to modify or cancel the commitment upon failure of the Applicant to execute a Grant Agreement or otherwise fail to comply with this Article or if the Authority becomes aware of any matter which, if known at the time of Application review and approval, would have resulted in the rejection of the Application or the Grant not being approved.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7323 to read:

Section 7323. Use of the Grant.

(a) Grant funds shall only be used for the purposes described in the Grant Agreement.

(b) Grant funds may supplement but not supplant existing financial or resource commitments.

(c) Grantee may request a change in the use of Grant funds or request an extension of the Grant Period by submitting a written request to the Authority that documents the reason(s) the change is needed and demonstrates it is consistent with the Investment in Mental Health Wellness Act of 2013 and this Chapter.

(d) Grantee shall not make changes to the uses of Grant funds until receipt of written approval from the Authority.

(e) Grantee shall not dispose of any capital asset acquired by Grant funds before the end of the useful life of the asset.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7324 to read:

Section 7324. Grant Agreement.

(a) The terms and conditions of a Grant shall be set forth in a Grant Agreement which shall include, at a minimum, all of the following:

(1) The Grant amount.

(2) A description of the Project.

(3) Release of Grant Funds procedures in accordance with Section 7325, as applicable.

(4) Agreement that the Grantee shall comply with the Investment in Mental Health Wellness Act of 2013 and this Chapter, including, but not limited to, Section 7323.

(5) The Grantee shall defend, indemnify and hold harmless the Authority and the State of California, and all officers, trustees, agents and employees of the same, from and against any and all claims, losses, costs, damages or liabilities of any kind or nature, whether direct or indirect, arising from or relating to the Grant or Project.

(6) The Grantee shall comply with state and federal laws prohibiting discrimination, including those prohibiting discrimination because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status.

(7) Grantee shall comply with California's prevailing wage law under Labor Code Section 1720 et seq. for public works projects.

(8) Grantee shall cooperate in inspections and audits.

(9) Notification that subject to the availability of funds, the Grant may be rescinded or reduced.

(10) Provisions relating to lease agreements, if applicable, pursuant to Section 7326.

(11) Resolution of the Authority authorizing the Grant.

(12) Resolution of the Grantee's governing board accepting the Grant and delegating authority to an officer to act on its behalf.

(13) Provision regarding default and its remedies, including forfeiture and return of the Grant funds to the Authority.

(14) Provision requiring Grantee to provide updated information upon request from Authority Staff to determine the Project's readiness and feasibility.

(15) Other terms and conditions that may be required by the Authority related to the Grant or Project.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code

Add Section 7325 to read:

Section 7325. Release of Grant Funds.

(a) Grant funds shall not be released until the following requirements have been met:

(1) A Grant Agreement has been executed by the Authority and Grantee.

(2) The Grantee has submitted to the Authority the following documentation, if available. If not available, Grantee has submitted a detailed statement concerning the status of obtaining any or all of this documentation to enable Authority Staff to determine readiness, feasibility and sustainability.

(A) For construction or renovation:

(i) Detail of building plans, costs, and timelines.

(ii) Executed construction contract.

(iii) Architect, design and engineering contracts, if applicable.

(iv) Building permits and conditional use permits, if applicable.

(v) Evidence of compliance with the CEQA.

(vi) Evidence of compliance with prevailing wage law under Labor Code Section 1720 et. seq.

(vii) Evidence of property ownership, such as a grant deed, title report, or lease agreement and title report as required under Section 7326.

(viii) In addition to subdivisions (a)(2)(A)(i-vii), prior to the release of Grant funds to a private nonprofit corporation or public agency designated by a county or Counties Applying Jointly for construction or renovation on real property acquired with Grant funds by the designated private nonprofit corporation or public agency, the designated private nonprofit corporation or public agency shall execute a Grant Agreement and agree to comply with Section 7325.1. The Lead Grantee may request the Authority to release the Grant funds to the designated private nonprofit corporation or public agency or to the Lead Grantee for disbursement to the designated private nonprofit corporation or public agency. The designated private nonprofit corporation or public agency shall return the Grant funds to the Authority if the designated private nonprofit corporation or public agency fails to comply with Section 7325.1.

(B) For real property acquisitions:

(i) An appraisal completed within the previous six months by a state certified appraiser.

(ii) Evidence of or execution plan to obtain legally required zoning for the Program(s).

(iii) In addition to subdivision (a)(2)(B)(i), prior to the release of Grant funds to a private nonprofit corporation or public agency designated by a county or Counties Applying Jointly to acquire real property, the designated private nonprofit corporation or public agency shall execute a Grant Agreement and agree to comply with Section 7325.1. The Lead Grantee may request the Authority to release the Grant funds to the designated private nonprofit corporation or public agency, or to the Lead Grantee for disbursement to the designated private nonprofit corporation or public agency. The designated private nonprofit corporation or public agency shall return the Grant funds to the Authority if the designated private nonprofit corporation or public agency fails to comply with Section 7325.1.

(C) For acquisition of furniture and equipment including vehicles: A list of items to be purchased and a copy of related purchase orders.

(D) For other eligible costs: Contracts and/or purchase orders.

(3) The Authority Staff has determined the Project is Ready, Feasible, and Sustainable. This determination will be made by evaluating the Grantee's documentation addressing the evaluation criteria listed in Section 7319, subdivision (a)(4) and in Section 7319.1, subdivision (a)(4).

(A) The determination that the Project is Ready, Feasible, and Sustainable may occur at the time of Initial Allocation or within the timeframes specified in Section 7319, subdivision (a)(4)(H), and Section 7319.1, subdivision (a)(4)(F).

(B) If the determination is made after Final Allocation, the determination shall be based on updated information provided to the Authority by Grantee in accordance with Section 7324, subdivision (a)(14).

(C) Limited extensions beyond the timeframes specified in Section 7319, subdivision (a)(4)(H), and Section 7319.1, subdivision (a)(4)(F), shall be made on a case-by-case basis at the discretion of the Executive Director for good cause, including but not limited to reasonable delays associated with obtaining building and conditional use permits, obtaining CEQA compliance documentation, or identifying a qualified provider.

(D) Failure to demonstrate readiness, feasibility, and sustainability within the timeframes dictated by the Authority shall cancel the Grant and the Grant funds shall be made available to other Applicants.

(4) The Grantee has submitted to the Authority a completed Request for Disbursement Form No. CHFFA 7 CY-02 (09/2018), which is hereby incorporated by reference. Except for the initial submission of the Request for Disbursement Form No. CHFFA 7 CY-02 (09/2018), an Actual Expenditures Report Form No. CHFFA 7 CY-03, (09/2018), which is hereby incorporated by reference, as required by Section 7328, subdivision (b), shall accompany all Requests for Disbursement Form No. CHFFA 7 CY-02 (09/2018).

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7325.1 to read:

Section 7325.1. Grant Funds to a Designated Private Nonprofit Corporation or Public Agency for Real Property Acquisition, Construction or Renovation.

(a) The Authority may, at its discretion, give consideration to a private nonprofit corporation or public agency in an area or region of the state if a county, or Counties Applying Jointly, affirmatively supports this designation and collaboration in lieu of a county directly receiving Grant funds for real property acquisition or for construction or renovation on real property acquired with Grant funds by the designated private nonprofit corporation or public agency. The designated private nonprofit corporation or public agency shall comply with all of the following requirements:

(1) The designated private nonprofit corporation or public agency shall provide the Program(s) services.

(2) The designated private nonprofit corporation or public agency shall execute a Grant Agreement that:

(A) Complies with the provisions contained in Section 7324.

(B) Provides that in the event the designated private nonprofit corporation or public agency fails to provide Crisis Residential Treatment, Crisis Stabilization services, or Family Respite Care as provided in the Grant Agreement, title to the real property shall be given to the county or Counties Applying Jointly.

(i) In the event the county or Counties Applying Jointly do not take and hold title to the real property when the designated private nonprofit corporation or public agency fails to provide Crisis Residential Treatment, Crisis Stabilization services, or Family Respite Care as provided in the Grant Agreement, the Authority may take any action necessary to take and hold title to the real property.

(3) The designated private nonprofit corporation shall provide, upon request, Audited Financial Statements and shall retain all Project and financial records necessary to substantiate the purposes for which the Grant funds were spent for a period of three years after the certification of Project completion has been submitted.

(4) The designated private nonprofit corporation or public agency shall provide, upon request, a current title report that shows all of the following:

(A) No easements, exceptions or restrictions on the use of the site that shall interfere with or impair the operation of the Project.

(B) A fee title subject to the lease agreement described in subdivision (a)(5).

(C) A deed of trust recorded in the chain of title against the real property that contains the lease agreement described in subdivision (a)(5).

(5) The designated private nonprofit corporation or public agency shall enter into a lease agreement with the county or Counties Applying Jointly for use of the real property for Crisis Residential Treatment, Crisis Stabilization or Family Respite Care for the useful life of the Project, including any renewals. The lease agreement shall provide that:

(A) In the event the designated private nonprofit corporation or public agency fails to provide Crisis Residential Treatment, Crisis Stabilization or Family Respite Care services as provided in the Grant Agreement, title to the real property shall be given to the county or Counties Applying Jointly.

(i) In the event the county or Counties Applying Jointly do not take and hold title to the real property when the designated private nonprofit corporation or public agency fails to provide Crisis Residential Treatment, Crisis Stabilization or Family Respite Care as provided in the Grant Agreement, the Authority may take any action necessary to take and hold title to the real property.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code

Add Section 7326 to read:

Section 7326. Requirements for Construction Projects on Leased Property.

(a) A Grantee may use Grant funds for construction or renovation on property that is leased to the Grantee. The following requirements shall be satisfied prior to release of Grant funds:

(1) The lease agreement shall provide the Grantee, as lessee, full access to the site to carry out the Project.

(2) The term of the lease agreement shall be equal to or greater than the useful life of the Project.

(3) The lease agreement shall provide that any existing or subsequent encumbrance on the property (e.g., deed of trust) or sale of the property shall be subject to the lease agreement.

(4) The lease agreement shall provide that the only remedy for any default by Grantee, including failure to pay rent, is suit for rent or specific performance to remedy specific breach. The landlord's remedies for any default by Grantee may not include cancellation of lease agreement, retaking of property, or eviction of Grantee.

(5) A current title report on the site, brought up to date as of the effective date of the lease agreement shall be provided to the Authority. The title report shall show all of the following:

(A) No delinquent taxes or assessments or, if there are delinquent taxes or assessments, these are being contested in good faith.

(B) No easements, exceptions or restrictions on the use of the site that shall interfere with or impair the operation of the Project.

(C) A restrictive covenant recorded in the chain of title that the property shall be used only for Crisis Residential Treatment, Crisis Stabilization or Family Respite Care during the useful life of the leasehold improvements funded by the Grant.

(D) Fee title is subject to the lease agreement and recorded in the chain of title.

(6) The Grantee's legal counsel or an authorized officer of the Grantee shall sign a letter certifying that the lease agreement conforms to Section 7326, subdivision (a)(1) through (a)(5), and include a statement of the projected useful life of the Project.

(A) If the letter is signed by an authorized officer of the Grantee, a statement shall be included that the Grantee's legal counsel has been consulted.

(b) If the lease agreement terminates prior to the end of the useful life of the Project and the property that was subject to the lease agreement is not simultaneously released under a new lease agreement that complies with the requirements of this Section or fee title to the property that was subject to the lease agreement is not simultaneously transferred to the Grantee, the Authority is entitled to recover the Grant funds.

(c) When a Project on leased property includes improvements to any common areas that are shared with other tenants or areas that are not leased by the Grantee, the Grant funds shall be limited only to the proportionate costs of the Project which exclude the costs related to such areas.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7327 to read:

Section 7327. Recovery of Funds for Non-Performance and Unused Grant Funds; Remedies.

(a) If the Authority determines that Grant funds were not used consistent with the Investment in Mental Health Wellness Act of 2013, this Chapter or the Grant Agreement, the Authority may require remedies, including the forfeiture and return of the Grant funds to the Authority.

(b) If the Grantee fails to timely begin or complete the Project, the Authority may require remedies including forfeiture and return of the Grant funds to the Authority.

(c) Unused funds and any unused interest earnings on such Grant funds shall be returned by the Grantee to the Authority no later than the date of the certification of Project completion.

(d) In the event the county or Counties Applying Jointly do not take and hold title to the real property as provided in Section 7325.1, the Authority may take any action necessary to take and hold title to the real property.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7328 to read:

Section 7328. Reporting Requirements.

(a) The Grantee shall submit a status report within 45 days following the completion of the periods ending on June 30 and December 31 of each year during the Grant Period, and upon the Authority's request.

(1) Status reports to the Authority shall include:

(A) A description of activities performed for the Project implementation, and activities related to Program development and implementation, and population(s) served, as applicable, since the date of the preceding status report or the Final Allocation.

(B) A summary of incurred costs and expenditures related to the Project consistent with cost information submitted in the Application and an explanation of any variances from the Application.

(C) A summary of data or preliminary evaluation results, available to date, related to all outcomes described in Section 7319, subdivision (a)(3), or Section 7319.1, subdivision (a)(3), and a description of any challenges in obtaining relevant data.

(D) A summary of other funding sources utilized for the Project.

(E) A description of remaining work to be completed for the Project and an estimated timeline or schedule for the completion of that work.

(F) A description of whether the Project is within the proposed budget and, if not, the reasons for any differences and the actions that will be taken to ensure that the Project has sufficient funding for completion.

(b) Grantee shall submit a completed Actual Expenditures Report Form No. CHFFA 7 CY-03 (09/2018) accompanied by evidence of payment and documentation acceptable to the Authority sufficient to establish eligibility of costs incurred and expenditure of Grant funds such as executed purchase and sale

agreement, proof of title, invoices and cancelled checks, proof of wire transfers, and receipts, as follows:

(1) Within 60 days of Project Completion and upon Authority's request.

(2) As required by Section 7325 (a)(4).

(3) If Grantee received advance disbursement of entire Grant amount, Grantee shall submit a completed Actual Expenditures Report Form No. CHFFA 7 CY-03 (09/2018) within 45 days following the completion of the periods ending June 30 and December 31 of each year during the Grant Period, and upon the Authority's request.

(c) Grantee shall submit a completed Certificate of Completion and Final Report Form No. CHFFA 7 CY-04 (09/2018), which is hereby incorporated by reference, and the following documentation, as applicable, within 60 days of Project completion:

(1) For all Projects:

(A) License and/or certification/approval of Program(s), as applicable.

(B) Summary of sources and uses of funds that show that the Grant and any interest earnings on Grant funds did not exceed the cost of the Project.

(C) Project's outcomes described in Section 7319, subdivision (a)(3), and Section 7319.1, subdivision (a)(3), key milestones and accomplishments.

(D) Actual Expenditure Report Form No. CHFFA 7 CY-03 (09/2018) as required by subdivision (b) above, for all costs incurred and expenditures of Grant funds for which evidence of payment has not been submitted to and approved by the Authority.

(2) For Projects that include real property acquisition: Final closing statement with certification by the title company.

(3) For Projects that include building construction or renovation: Certificate of Occupancy.

(4) For Projects that include vehicle acquisition: Executed sales agreement or title.

(d) After submission of the Certificate of Completion and Final Report, Grantees shall submit annual reports to the Authority by September 30 each year through 2022 to report on Project key milestones, accomplishments, and outcomes, including a discussion of the populations being served.

(1) This report shall be certified by an authorized officer of the Grantee.

(2) Authority Staff may request annual reports after 2022 to continue tracking accomplishments, outcomes and populations served.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

Add Section 7329 to read:

Section 7329. Records Retention, Inspections and Audits.

(a) Grantees shall retain all Project and financial records necessary to substantiate the purposes for which the Grant funds were spent for a period of three years after the certification of Project completion has been submitted.

(b) Co-Applicants that are a private nonprofit corporation shall provide, upon request, Audited Financial Statements to Authority Staff.

(c) The Authority may perform site visits to inspect the Project during the Grant Period and may inspect and/or audit Project records during the Grant Period and for three years after the certification of Project completion has been submitted.

Note: Authority cited: Sections 5848.5 and 5848.6, Welfare and Institutions Code.
Reference: Section 5848.5, Welfare and Institutions Code.

CALIFORNIA HEALTH FACILITIES FINANCING AUTHORITY



Investment in Mental Health Wellness Grant Program for Children and Youth Application

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Sacramento, California 95814

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Fax: (916) 654-5362

chffa@treasurer.ca.gov

<http://www.treasurer.ca.gov/chffa/>



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General Instructions

Please refer closely to the Investment in Mental Health Wellness Grant Program for Children and Youth regulations (California Code of Regulations, Title 4, Sections 7313-7329) as you are completing this Application. The regulations, which can be found at <http://www.treasurer.ca.gov/chffa/imhwa/index.asp>, contain a great deal of essential information that is not repeated here including eligibility, instructions for submission of an Application, and maximum Grant amounts. All terms that are capitalized in this Application are defined in Section 7313 of the regulations.

We expect Applicants to adhere to the organization and sequencing of questions contained herein when completing an Application.

The narrative portion of the Application is limited to 25 pages in 12 point font such as Arial or Times New Roman with 1 inch margins. Required forms and attachments are not included in the page limit. Maximum font size does not apply to forms, graphs or footnotes.

INVESTMENT IN MENTAL HEALTH WELLNESS GRANT PROGRAM for Children and Youth

Form-1: SUMMARY INFORMATION *Please type all responses.*

Total Requested Grant Amount: \$ _____ Date Submitted: _____

LEAD GRANTEE

1. APPLICANT INFORMATION

NAME OF APPLICANT:	ENTITY TYPE: <i>(County or Joint Powers Authority)</i>
ADDRESS:	CITY, STATE AND ZIP:

CONTACT INFORMATION

FIRST AND LAST NAME:	TITLE:
ADDRESS:	CITY, STATE AND ZIP:
PHONE NUMBER:	FAX NUMBER
EMAIL ADDRESS:	

Project Title:

Project Brief Summary Description *(Limited to 20 words):*

County(ies) to be served:

Please select all programs to be funded with Grant, and insert number of beds and/ or teams to be added by the proposed Project, as applicable.

☐ Crisis Residential Treatment

_____ beds

Amount Requested
\$ _____

☐ Crisis Stabilization

_____ beds

Amount Requested
\$ _____

☐ Mobile Crisis Support Teams

_____ team(s) including:

- 1) _____ Vehicle(s), and/or
- 2) _____ Staff

Capital Amount Requested
\$ _____

Personnel Funding Requested for 1 year
\$ _____

☐ Family Respite Care

Amount Requested
\$ _____

Purpose of Grant: *Check all applicable boxes*

- | | | |
|---|---|--|
| <input type="checkbox"/> Purchase of real property | <input type="checkbox"/> Construction or renovation | <input type="checkbox"/> Mobile Crisis Support Team Personnel Funding |
| <input type="checkbox"/> Furnishings and/or Equipment | <input type="checkbox"/> Information technology | <input type="checkbox"/> Purchase of Mobile Crisis Support Team vehicle(s) |
| <input type="checkbox"/> Program startup or expansion costs | | |

Form-2: ADDITIONAL APPLICANTS AND SERVICE PROVIDERS Please fill out additional Applicants and service provider(s) contact information. *Please use space as needed. Copy page if more space is needed.*

1. CO-APPLICANT INFORMATION

NAME OF APPLICANT:	ENTITY TYPE: (County or Joint Powers Authority)
ADDRESS:	CITY, STATE AND ZIP:

CO-APPLICANT CONTACT INFORMATION

FIRST AND LAST NAME:	TITLE:
ADDRESS:	CITY, STATE AND ZIP:
PHONE NUMBER:	FAX NUMBER
EMAIL ADDRESS:	

2. CO-APPLICANT INFORMATION

NAME OF APPLICANT:	ENTITY TYPE: (County or Joint Powers Authority)
ADDRESS:	CITY, STATE AND ZIP:

CO-APPLICANT CONTACT INFORMATION

FIRST AND LAST NAME:	TITLE:
ADDRESS:	CITY, STATE AND ZIP:
PHONE NUMBER:	FAX NUMBER
EMAIL ADDRESS:	

Service Providers:

1. ORGANIZATION TO DELIVER SERVICES (IF KNOWN)

☐ Check box if same as Designated Lead Grantee

NAME OF ORGANIZATION:	ENTITY TYPE:
ADDRESS:	CITY, STATE AND ZIP:

CONTACT INFORMATION

FIRST AND LAST NAME:	TITLE:
PHONE NUMBER:	FAX NUMBER
EMAIL ADDRESS:	

2. ORGANIZATION TO DELIVER SERVICES (IF KNOWN)

NAME OF ORGANIZATION:	ENTITY TYPE:
ADDRESS:	CITY, STATE AND ZIP:

CONTACT INFORMATION

FIRST AND LAST NAME:	TITLE:
PHONE NUMBER:	FAX NUMBER
EMAIL ADDRESS:	

Form-3: SUMMARY OF FUNDING REQUESTED**REQUESTED FUNDING BY PROGRAM**

Crisis Residential Treatment Program	
ELIGIBLE COSTS	AMOUNT
Purchase of Real Property (how many properties?)	\$ 0.00
Construction or Renovation*	\$ 0.00
Furnishings and/or Equipment	\$ 0.00
Information Technology**	\$ 0.00
Program Startup or Expansion Costs (up to three months)	\$ 0.00
SUB-TOTAL	\$ 0.00
Crisis Stabilization Program	
ELIGIBLE COSTS	AMOUNT
Purchase of Real Property (how many properties?)	\$ 0.00
Construction or Renovation*	\$ 0.00
Furnishings and/or Equipment	\$ 0.00
Information Technology**	\$ 0.00
Program Startup or Expansion Costs (up to three months)	\$ 0.00
SUB-TOTAL	\$ 0.00
Mobile Crisis Support Team Program	
ELIGIBLE COSTS	AMOUNT
Purchase of vehicles (how many vehicles?) May include two-year maintenance contracts, if any.	\$ 0.00
Furnishings and/or Equipment	\$ 0.00
Information Technology**	\$ 0.00
Program Startup or Expansion Costs (up to three months)	\$ 0.00
Personnel Funding for 1 year (how many FTEs?)	\$ 0.00
SUB-TOTAL	\$ 0.00

REQUESTED FUNDING BY PROGRAM		
Family Respite Care Program		
ELIGIBLE COSTS		AMOUNT
Purchase of Real Property (how many properties?)	\$	0.00
Construction or Renovation*	\$	0.00
Furnishings and/or Equipment	\$	0.00
Information Technology**	\$	0.00
Program Startup or Expansion Costs (up to three months)	\$	0.00
SUB-TOTAL	\$	0.00
Total Requested Grant Amount	\$	0.00

*Hardscaping and/or landscaping costs essential to the completion of the Project may not exceed 5% of total Grant award.

**Information Technology hardware and software costs may not exceed 1% of total Grant award except when approved by the Authority and only upon submission of justification in Application narrative that the additional information technology costs are necessary for the Project to achieve the desired goals and outcomes set forth in Section 7319(a)(3) and Section 7319.1(a)(3) of the regulations.

Form-4: COUNTY GRANT AMOUNTS WORKSHEET**COUNTY GRANT AMOUNTS WORKSHEET**

Complete the worksheet below for each County listed as Lead Grantee and Co-Applicant(s) on Form-1 and Form-2.

Applicants may apply for Capital and Personnel Funding as set forth in Section 7318 of the regulations. Counties Applying Jointly, may at their discretion, apply for up to the sum of their respective maximum Capital Funding amounts.

COUNTY NAME	CAPITAL FUNDING REQUESTED	PERSONNEL FUNDING REQUESTED (Mobile Crisis for 1 year)	TOTAL REQUESTED (Capital + Personnel)
	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00	\$ 0.00

Form-5: SOURCES AND USES

Please include sources and uses to complete the entire Project.

Sources of Funds:	Project Completion:
Total Grant amount requested	\$ 0.00
Mental Health Services Act (MHSA) funds	\$ 0.00
Realignment funds	\$ 0.00
Medi-Cal, Federal Financial Participation	\$ 0.00
Other sources, list (i.e. bank loan*, other grants)	
	\$
	\$
	\$
Total Sources	\$ 0.00

*If obtaining a bank loan, please name the bank and describe the length and rate of the loan.

Uses of Funds:	
Purchase of real property	\$ 0.00
Construction or renovation**	\$ 0.00
Purchase of vehicles and vehicle maintenance contracts	\$ 0.00
Furnishings and/or equipment	\$ 0.00
Information technology hardware and software	\$ 0.00
Program start up or expansion costs (3 months)	\$ 0.00
Personnel Funding - for Mobile Crisis Support Teams only (1 year)	\$ 0.00
Other costs	
	\$ 0.00
	\$ 0.00
	\$ 0.00
Total Uses (must equal Total Sources)	\$ 0.00

****Grantees must comply with California's prevailing wage law under Labor Code section 1720, et seq. for public works projects. The Authority recommends Applicants consult with their legal counsel.**



Evaluation Criteria – Crisis Residential Treatment, Crisis Stabilization and/or Mobile Crisis Support Team (The evaluation criteria for Family Respite Care begins on page 14)

Applications shall be scored on the criteria set forth in Section 7319 of the regulations. Please address each of the criteria for each Program as follows:

1. Project expands access to and capacity for community-based Mental Health Crisis Services that offer relevant alternatives to hospitalization and detainment by law enforcement. (Maximum 25 points)

- a. Describe the new or expanded Crisis Stabilization, Crisis Residential Treatment and/or Mobile Crisis Support Team Programs to be funded by the Grant, the services within the Programs, and the Target Population(s), including age group(s), to be served. (Maximum 5 points)
- b. Describe the community need existing within the current continuum, address who does and does not receive services now, and how the Project is designed to address the weaknesses of the current system and build on its strengths. Please include any available data that reflects community need. (Maximum 3 points)
- c. Quantify and describe how the Project will increase capacity for community-based Mental Health Crisis Services. (Maximum 6 points)
 - i. Describe how the number of Crisis Stabilization and Crisis Residential Treatment beds; and/or the number of Mobile Crisis Support Teams including the number of Mobile Crisis Support Team vehicles and staff impact the Target Population(s) and translates into a number of additional Children and Youth that can be served in the community?
- d. Describe how the Project will expand and improve timely access to community-based Mental Health Crisis Services. Address how access is expanded and improved for the community. Examples include extending hours of existing services; adding locations where services can be accessed by Children and Youth, as appropriate, and their family members; efforts to timely connect Children and Youth to crisis services from hospitals, educational institutions, detainment centers, juvenile hall, jail, etc.; engaging in new outreach to Children and Youth, as appropriate, and their families, and educational institutions so they know new or expanded services are available; and addressing cultural, language, and other barriers unique to the community. (Maximum 6 points)
- e. Describe how the Project will be qualitatively different than crisis services delivered in an institutional setting (such as a hospital emergency room, an in-patient hospital setting or a law enforcement vehicle) and include a description of the proposed staffing, the community setting in which the Programs will be offered and the building or vehicles in which services will be provided. (Maximum 5 points)

2. Application demonstrates a clear plan for a continuum of care before, during, and



after crisis mental health intervention or treatment and for collaboration and integration with other health systems, educational institutions, social services, and law enforcement
(Maximum 15 points)

- a. Describe how the Project fits in with the continuum of care as it presently exists in the community. (Maximum 5 points)
 - i. Identify the shortcomings that exist within the continuum and how the Project will improve the existing continuum of care for Children and Youth utilizing Mental Health Crisis Services and supply any available data.
 - ii. Indicate whether the Applicant(s) contemplates submitting an application to the Mental Health Oversight and Accountability Commission or has been awarded funding for triage personnel.
- b. Describe the county's or counties' working relationships with Related Supports that already exist and those which will be established to enhance and expand community-based collaboration designed to maximize and expedite access to crisis services for the purpose of avoiding unnecessary hospitalization and detainment by law enforcement and improving wellness for Children and Youth with mental health disorders and their families. The existing working relationships shall be supported by letters from the Related Supports identifying the collaborative efforts amongst the agencies to enhance and expand crisis services. (Maximum 10 points)
 - i. An example of an enhancement may include training of local law enforcement, current crisis providers, hospitals and other related providers on how to properly respond to Children and Youth experiencing a mental health crisis.

3. Identifies Key Outcomes and a Plan for Measuring Them. (Maximum 10 points)

- a. Provide a plan that includes the methodology, timeline, and assignment of responsibility to measure and demonstrate outcomes of the Program, including the following:
 - i. Reduced hospital emergency room and psychiatric inpatient utilization. (Maximum 2 points)
 - ii. Reduced law enforcement involvement on mental health crisis calls, contacts, custodies and/or transports for assessment. (Maximum 2 points)
 - iii. Improvements in participation rates in the Program(s). (Maximum 1 point)
 - iv. Children or Youth (when appropriate) and/or their family members' (when appropriate) satisfaction with the crisis services the Children and Youth received. (Maximum 1 point)
 - v. Number of Crisis Residential Treatment and Crisis Stabilization beds; and/or number of Mobile Crisis Support Teams including the number of Mobile Crisis Support Team vehicles and staff added. (Maximum 1 point)



- vi. Number of Children and Youth within the Target Population(s) being served and other Children and Youth who may be being served. (Maximum 1 point)
- vii. The value of the Program(s), such as mitigation of costs to the county, law enforcement, or hospitals. An example of such value is: The utilization of Crisis Residential Treatment costs "X" dollars and utilization of inpatient hospitalization would have cost "X" dollars, therefore value approximates "X" dollars. (Maximum 1 point)
- viii. The percent of Children and Youth who receive a crisis service who, within 15 days, and within 30 days, return for crisis services at a hospital emergency department, psychiatric hospital, detainment center, juvenile hall or jail. (Maximum 1 point)

4. Project is, or will be Ready, Feasible, and Sustainable as follows: (Maximum 50 points)

- Mobile Crisis Support Team Projects within nine months of the approval of the Final Allocation.
- Crisis Residential Treatment and Crisis Stabilization Projects that include acquisition of a building and/or renovation within 12 months of the approval of the Final Allocation.
- Crisis Residential Treatment and Crisis Stabilization Projects that include construction within 18 months of the approval of the Final Allocation.

READINESS

- a. A detailed plan and timeline, including supporting documentation if available, with the steps needed to complete the Project as further delineated below and provide evidence demonstrating the ability to meet the timeframes set forth in Section 7319(a)(4)(H) of the regulations. (Maximum 15 points)
 - i. Address, renderings and/or floor plans of Project site, if available. If a Project site has not been identified, provide a description of the process, criteria for selection, and timeline for identification of a Project site that will be utilized. (This subdivision is not applicable to Mobile Crisis Support Team Projects.)
 - ii. Necessary approvals and processes to complete the Project, and the names and roles of all responsible entities. This includes, but is not limited to, County Board of Supervisors' approval, Request for Proposals, architectural and construction contracts, California Environmental Quality Act (CEQA) compliance, building permits, and conditional use permits, as applicable.
 - iii. Key milestones, in the future and completed to date, including projected or actual Project start date (i.e., date of purchase, renovation/construction or lease), Project



end date (i.e., date of occupancy), and projected start date of services to Target Population(s).

- iv. The plan and current status for staffing the Program(s).
 - v. Potential challenges that may affect the timeline to start providing services and how those challenges will be mitigated, including but not limited to, site identification and acquisition, contracting, local use permit process, County Board of Supervisors' approval, CEQA process, Building Code compliance, selection of service provider, licensure, certification, loss of a site, delays in local (city and/or county) approvals, community opposition issues, loss or reduction in leverage funding, and increased Project costs, as applicable.
- b. Describe and provide evidence of community outreach and engagement efforts for the proposed Program(s) in the vicinity of planned Project site, as applicable. (Maximum 7 points)
- c. Identify the service provider or describe the plan for identifying one addressing the following: (Maximum 8 points)
- i. If a service provider that will operate the Program(s) has already been identified, provide a description of the written plans that are in place for how the services will be provided. These include:
 - 1. Description of range of services offered.
 - 2. Information about the service provider including expertise in mental health treatment, purpose, goals, and services of the organization.
 - ii. If a service provider has not been identified at the time the Application is submitted, provide a description of the process, criteria for selection, and timeline for identification of a service provider that will operate the Program(s).
- d. For proposed crisis stabilization or crisis residential treatment programs, provide a plan for obtaining Medi-Cal certification. (Required, but no points awarded)
- e. For proposed crisis residential treatment programs, provide a plan for obtaining a license and program approval to operate as a Children's crisis residential program as defined in Health and Safety Code Section 1502, subdivision (a)(21). (Required, but no points awarded)

FEASIBILITY

- f. Provide a Project budget, utilizing "Summary of Funding Request" (Form-3); "County Grant Amounts Worksheet" (Form-4); and "Sources and Uses" (Form-5). In addition, provide the following: (Maximum 10 points)



- i. Proposed uses of Grant funds in line item detail with a budget narrative. If working capital for Program startup or expansion costs are being requested, include a separate line item budget detailing those costs. Information technology costs exceeding 1% of total Grant award, require a justification that the additional costs are necessary for the Project to achieve the goals and outcomes set forth in Section 7319(a)(3) of the regulations.
- ii. A description of any leveraged public and/or private funding other than the Grant that will be used to complete the proposed Project. Include the amount of funding and the current status of the funding. Attach documentation, if any, such as letters describing commitment of funding or the status of consideration from the other funding sources or other similar documentation acceptable to the Authority.
- iii. An explanation of the Grantee's internal process to ensure the Grant funds will only be used for eligible costs as described in Section 7315 of the regulations.

SUSTAINABILITY

- g. Provide the following: (Maximum 10 points)
 - i. An operating budget that details annual operating costs projected for the proposed Program(s).
 - ii. A description of new Program funding source(s) with amounts and cash flow projections and/or how existing funding will be redirected to provide ongoing support and sustainability for new and expanded services for the term of the useful life of the Project. Include estimated useful life of the Project.
 - iii. Documentation such as funding letters, minutes from the County Board of Supervisors' meeting evidencing approval of the budget, or other documentation acceptable to the Authority. If approval has not been obtained at the time of Application, provide a detailed plan for obtaining such approval.
- h. Provide documentation indicating Lead Grantee's creditworthiness and satisfactory financial capacity in the most recent local government credit rating or the most recent Audited Financial Statement, which may not contain a Going Concern Qualification. (Required, but no point awarded)



Evaluation Criteria – Family Respite Care

Applications shall be scored on the criteria set forth in Section 7319.1 of the regulations. Please address each of the criteria as follows:

1. Project expands access to and capacity for Family Respite Care to families of Children and Youth receiving mental health services in order to sustain family health and well-being. (Maximum 25 points)

- a. Describe the new or expanded Family Respite Care Program to be funded by the Grant and the services within the Program, including but not limited to in-home and/or out-of-home respite care. Identify the criteria for the Target Population(s) whose families are eligible for services, including but not limited to age groups, diagnosis, etc. (Maximum 5 points)
- b. Describe the community need existing within the current continuum, including who does and does not receive Family Respite Care services now, and how the proposed Project will address the weaknesses of the current system and build on its strengths. Please include any available data that reflects community need. (Maximum 3 points)
- c. Quantify and describe how the Project will increase capacity for Family Respite Care. (Maximum 6 points)
 - i. Identify the number of families that may receive services.
 - ii. How does the added capacity impact the Target Population(s) and translate into a number of additional families that can be served in the community.
- d. Describe how the Project will expand and improve timely access to Family Respite Care. (Maximum 6 points)
 - i. Address how access to Family Respite Care is expanded and improved for the community. Examples include: staff qualifications and hours of operation.
 - ii. Describe services provided by the Program to families of Children and Youth receiving mental health services.
 - iii. Will there be new outreach to families about availability of new or expanded services?
 - iv. Will cultural, linguistic, and other barriers unique to the community be addressed?
- e. A description of community-based services to be available to families of Children and Youth receiving mental health services, and describe the building(s) in which the Program will be offered and the setting(s) in which the identified services will be provided to the families. (Maximum 5 points)



2. Application demonstrates a clear plan for a continuum of care before, during, and after intervention or treatment and for collaboration and integration with other health systems, educational institutions, social services and law enforcement, and describes the referral process that will be utilized to connect families to Family Respite Care. (Maximum 15 points)

- a. Describe how the Project fits in with the continuum of care as it presently exists in the community. (Maximum 5 points)
 - i. Identify the shortcomings that exist within the continuum and supply any available data that may expand on or further identify the shortcomings.
 - ii. Identify how the Program will improve the existing continuum of care for Children and Youth receiving mental health services and their families.
 - iii. Identify how the Program supports other mental health crisis services available to Children and Youth.
 - iv. Indicate whether Applicant(s) contemplates submitting an application to the Mental Health Oversight and Accountability Commission or has been awarded funding for family support services and training.
- b. Describe the county's or counties' working relationships with Related Supports that already exist and those which will be established to enhance and expand community-based collaboration designed to maximize access to Family Respite Care for the purpose of sustaining health and well-being of families of Children and Youth receiving mental health services. The existing working relationships shall be supported by letters from the Related Supports identifying the collaborative efforts amongst the agencies to enhance and expand services. (Maximum 10 points)

3. Identifies Key Outcomes and a Plan for Measuring Them. (Maximum 10 points)

- a. Provide a plan including the methodology, timeline, and assignment of responsibility to measure and demonstrate outcomes of the Program, including the following:
 - i. Increased participation rates by families in the Family Respite Care Program. (Maximum 1 point)
 - ii. Family members' satisfaction with the Family Respite Care services received. (Maximum 2 points)
 - iii. Number of families served by the Program. (Maximum 2 points)
 - iv. Whether services provided by the Program prevented out-of-home placement of Children and Youth receiving mental health services or re-entry of the Child and Youth into out-of-home placement. (Maximum 2 points)



- v. Whether the families of the Target Population(s) are being served and other families who may be being served. (Maximum 2 points)
- vi. The value of the Program, such as mitigation of costs to the county, when Children and Youth are not placed in out-of-home care. An example of such value is: The utilization of Family Respite Care costs "X" dollars and utilization of out-of-home placement would have cost "X" dollars, therefore value approximates "X" dollars. (Maximum 1 point)

4. Project is, or will be Ready, Feasible, and Sustainable as follows: (Maximum 50 points)

- Family Respite Care Projects that include acquisition of a building and/or renovation within 12 months of the approval of the Final Allocation.
- Family Respite Care Projects that include construction within 18 months of the approval of the Final Allocation.

READINESS

- a. A detailed plan and a timeline, including supporting documentation if available, with steps needed to complete the Project as further delineated below and provide evidence demonstrating the ability to meet the timeframes set forth in Section 7319.1(a)(4)(F) of the regulations. (Maximum 15 points)
 - i. Address, renderings and/or floor plans of Project site, if available. If a Project site has not been identified, provide a description of the process, criteria for selection, and timeline for identification of Project site that will be utilized.
 - ii. Necessary approvals and processes to complete the Project, and the names and roles of all responsible entities. This includes, but is not limited to, County Board of Supervisors' approval, Requests for Proposals, architectural and construction contracts, California Environmental Quality Act (CEQA) compliance, building permits, and conditional use permits, as applicable.
 - iii. Key milestones, in the future and completed to date, including projected or actual Project start date (i.e., date of purchase, renovation/construction or lease), Project end date (i.e., date of occupancy), and projected start date of services to families of Children and Youth.
 - iv. The plan and current status for staffing the Program(s).
 - v. Potential challenges that may affect the timeline to start providing services and how those challenges will be mitigated, including but not limited to, site identification and acquisition, contracting, local use permit process, County Board of Supervisors' approval, CEQA process, Building Code compliance, selection of service provider, licensure, certification, loss of a site, delays in local (city and/or county) approvals, community opposition issues, loss or reduction in leverage funding, and increased project costs, as applicable.



- b. Describe and provide evidence of community outreach and engagement efforts for the proposed Program(s) in the vicinity of planned Project sites, as applicable. (Maximum 7 points)
- c. Describe in detail the proposed organizational and operational structure of the Family Respite Care program, whether provided by the Applicant directly or by a potential service provider. (Maximum 8 points)
 - i. This may include, but is not limited to, staffing criteria for designated supervisors and other personnel; staff recruitment, retention and training, family eligibility and needs assessment, screening and discharge procedures; relevant risk management policies; identification of service needs and coordination of these services on behalf of the family, if needed, and additional support services available as part of the program, etc.

FEASIBILITY

- d. Provide a Project budget, utilizing "Summary of Funding Request" (Form-3); "County Grant Amounts Worksheet" (Form-4); and "Sources and Uses" (Form-5 on page 8). In addition, provide the following: (Maximum 10 points)
 - i. Proposed uses of Grant funds in line item detail with a budget narrative. If working capital for Program startup or expansion costs are being requested, include a separate line item budget detailing those costs. Information technology costs exceeding 1% of total Grant award, require a justification that the additional costs are necessary for the Project to achieve the goals and outcomes set forth in Section 7319.1(a)(3), of the regulations.
 - ii. A description of any leveraged public and/or private funding other than the Grant that will be used to complete the proposed Project. Include the amount of funding and the current status of the funding. Attach documentation, if any, such as letters describing commitment of funding or the status of consideration from the other funding sources or other similar documentation acceptable to the Authority.
 - iii. A explanation of the Grantee's internal process to ensure the Grant funds will only be used for eligible costs as described in Section 7315 of the regulations.

SUSTAINABILITY

- e. Provide the following: (Maximum 10 points)
 - i. An operating budget that details annual operating costs projected for the proposed Program(s).
 - ii. A description of new Program funding source(s) with amounts and cash flow projections and/or how existing funding will be redirected to provide ongoing



support and sustainability for new and expanded services for the term of the useful life of the Project. Include estimated useful life of the Project.

- iii. Documentation such as funding letters, minutes from the County Board of Supervisors meeting evidencing approval of the budget, or other documentation acceptable to the Authority. If approval has not been obtained at the time of Application, provide a detailed plan for obtaining such approval.
- f. Provide documentation indicating Lead Grantee's creditworthiness and satisfactory financial capacity in the most recent local government credit rating or the most recent Audited Financial Statement, which may not contain a Going Concern Qualification. (Required, but no point awarded)



Requirements for Private Nonprofit Corporation Applicants

If a co-Applicant is a private nonprofit corporation, provide the following:

1. A copy of the private nonprofit corporation tax-exemption letters from the Internal Revenue Service and the Franchise Tax Board.
2. A completed Legal Status Questionnaire for Private Nonprofit Corporations (Attachment C).
3. In addition, upon request by Authority staff, three years of most recent Audited Financial Statements.

ATTACHMENT A

APPLICATION CERTIFICATION

Instructions: Please transfer the Application Certification language below onto official letterhead and have the appropriate official sign and date the certification.

- In the case of a county Applicant, please have the county secretary sign this certification on behalf of the county board of supervisors or such other authorized county official.
- In the case of a public agency designated by the county or Counties Applying Jointly, please have an authorized officer sign this certification.
- In the case of a private nonprofit corporation designated by a county or Counties Applying Jointly, please have the chairperson of the board or other authorized officer sign this certification.

If more than one Applicant applying for a Project, each Applicant must submit an Application Certification to certify that all information in the joint Application is correct and true to the best of their knowledge and belief.

Application Certification:

I, (name of signatory), as (name of position), an authorized officer of (name of institution), certify that, to the best of my knowledge, the information contained in this application is true and correct to the best of my knowledge and belief, and I understand that any misrepresentation or material omissions may result in the cancellation of the Grant and other actions permitted by law and the Grant Agreement.

(Name of Institution) will cooperate in providing information and/or documentation, including at the time of site visits, to assist the Authority in consideration of the Application.

By (Print Name)

Signature

Title

Date

ATTACHMENT B

LEGAL STATUS QUESTIONNAIRE FOR COUNTIES AND PUBLIC AGENCIES

1. Financial Viability

Disclose material information relating to any legal or regulatory proceeding or investigation in which the applicant/borrower/project sponsor is or has been a party and which might have a material impact on the financial viability of the project or the applicant/borrower/project sponsor. Such disclosures should include any parent, subsidiary, or affiliate of the applicant/borrower/project sponsor that is involved in the management, operation, or development of the project.

Response:

2. Fraud, Corruption, or Serious Harm

Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, matters related to employment conditions (including, but not limited to wage claims, discrimination, or harassment), or matters involving health and safety where there are allegations of serious harm to employees, the public or the environment.

Response:

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), charges complaint or filing, and the outcome.

ATTACHMENT C

LEGAL STATUS QUESTIONNAIRE FOR PRIVATE NONPROFIT CORPORATIONS

1. Financial Viability

Disclose material information relating to any legal or regulatory proceeding or investigation in which the applicant/borrower/project sponsor is or has been a party and which might have a material impact on the financial viability of the project or the applicant/borrower/project sponsor. Such disclosures should include any parent, subsidiary, or affiliate of the applicant/borrower/project sponsor that is involved in the management, operation, or development of the project.

Response:

2. Fraud, Corruption, or Serious Harm

Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, matters related to employment conditions (including, but not limited to wage claims, discrimination, or harassment), or matters involving health and safety where there are allegations of serious harm to employees, the public or the environment.

Response:

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), charges, complaint or filing, and the outcome.

ATTACHMENT D

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) REVIEW

Instructions: Please provide the following exhibit for each Project site. This can be completed within the timeframes set forth in Section 7319, subdivision (a)(4)(H) and/or Section 7319.1, subdivision (a)(4)(F) of the regulations, if not available at time of Application.

Grantees must submit documentation demonstrating compliance with Division 13 commencing with Section 21000 of the Public Resources Code (CEQA Requirements) for construction Projects.

If the Project is subject to CEQA Requirements, provide the appropriate documentation or justification for each Project:

- ☐ Notice of Determination Received (Attach Copy)
- ☐ Notice of Exemption Received (Attach Copy)
- ☐ Other documents evidencing compliance (e.g. permits, local authority approval documents, printed authorizations, OSHPD Plan Review status, etc.)
- ☐ Project is considered a Special Situation (see Title 14 California Code of Regulations, Sections 15180-15190) (Provide written justification of compliance with applicable section.)

Name of approving Agency: _____

Date approval given: _____

If Project is not subject to CEQA Requirements, provide a written justification using one of the following categories:

- ☐ Is not a Project as defined by CEQA Requirements (see Title 14 California Code of Regulations, Section 15378)
- ☐ Project is Statutorily Exempt (see Title 14 California Code of Regulations, Sections 15260-15285)
- ☐ Project is Categorically Exempt (see Title 14 California Code of Regulations, Sections 15300-15333)

APPLICATION CHECKLIST

Make sure you have completed the following tasks:

- ☐ Used 12 point font such as Arial or Times New Roman in narrative sections (except footnotes and charts).
- ☐ Have 1 inch margins for narrative sections.
- ☐ Remained within 25 pages for the questions and answers to the narrative portion (Evaluation Criteria Narrative), identified in the Application.

Make sure you have submitted as part of the Application each of the following:

- ☐ Form-1 to Form-5
- ☐ Narrative for Criteria #1- #3
- ☐ Criteria #4 for Crisis Residential Treatment, Crisis Stabilization and/or Mobile Crisis Support Team:
 - ☐ Project timeline with narrative as described in Criteria #4(a)
 - ☐ Community outreach and engagement efforts as described in Criteria #4(b) (as applicable)
 - ☐ Project budget in line item detail with narrative as described in Criteria #4(f)
 - ☐ Program operating budget with narrative described in Criteria #4(g)
 - ☐ Most recent local government credit rating or most recent audited financial statement as described in Criteria #4(h)
- ☐ Criteria #4 for Family Respite Care:
 - ☐ Project timeline with narrative as described in Criteria #4(a)
 - ☐ Community outreach and engagement efforts as described in Criteria #4(b) (as applicable)
 - ☐ Project budget in line item detail with narrative as described in Criteria #4(d)
 - ☐ Program operating budget with narrative described in Criteria #4(e)
 - ☐ Most recent local government credit rating or most recent audited financial statement as described in Criteria #4(f)
- ☐ Attach all required documentation for Private Nonprofit Corporation Applicants
- ☐ Attachment A - Application Certification Letter for all Applicants
- ☐ Attachment B - Legal Status Questionnaire for Counties and Public Agencies
- ☐ Attachment C - Legal Status Questionnaire for Private Nonprofit Corporations (as applicable)
- ☐ Attachment D - California Environmental Quality Act (CEQA) Review for each Project site (as applicable)

ADPT

**California Health Facilities Financing Authority ("CHFFA")
Investment in Mental Health Wellness Grant Program for Children and Youth
Request for Disbursement Form**

Request #: _____
Grant #: _____
Award Amount: _____

Project Name or Description:	<input type="checkbox"/> Crisis Residential
	<input type="checkbox"/> Crisis Stabilization
	<input type="checkbox"/> Mobile Crisis Support Team
	<input type="checkbox"/> Family Respite Care

CHFFA Project Officer
Phone: _____
E-Mail: _____

Lead Grantee: _____

Project Cost Categories	Total of Previous Disbursements	Disbursement Request	FOR CHFFA USE ONLY Approved Disbursement
Purchase of real property:	\$ _____	\$ _____	\$ _____
Construction or renovation:	\$ _____	\$ _____	\$ _____
Furnishings and/or equipment:	\$ _____	\$ _____	\$ _____
Information technology hardware and software:	\$ _____	\$ _____	\$ _____
Program startup or expansion costs:	\$ _____	\$ _____	\$ _____
Purchase of Vehicle:	\$ _____	\$ _____	\$ _____
Personnel Funding:	\$ _____	\$ _____	\$ _____
Total - Previous Disbursements:	\$ _____		

Documentation to Accompany Form:
Please attach and email a spreadsheet that summarizes all the included supporting documentation used to establish disbursement amount requested. Please follow the formatting of Attachment 2.

TOTAL DISBURSEMENT REQUEST: \$ _____

\$ _____

Has the scope of the Project changed from the description in your Grant Agreement? YES or NO (circle one) If yes, use Attachment 1 to request approval of and explain any line item changes needed.

I certify that to the best of my knowledge, the information contained in this form and the accompanying material are true and accurate. I understand that misrepresentation may result in the cancellation of the Grant and other actions which the Authority is authorized to take.

By (Print Name of Authorized Officer)	Signature
_____	_____
Title	Date
_____	_____

Phone: _____ Email: _____

California Health Facilities Financing Authority ("CHFFA")
Investment in Mental Health Wellness Grant Program
for Children and Youth

Grant # _____

Date Submitted: _____

REQUEST FOR CHANGE

Lead Grantee _____

1) Please detail the requested Project budget change or changes in the table below.

Project Cost Categories	Approved Amount	Change Requested	Amount, if approved

2) Explain budget change requested above. Why is the change needed?

3) Does the change affect the scope of the project as shown in your grant agreement YES or NO
(circle one)

If yes, please explain in detail.

SAMPLE SPREADSHEET

ATTACHMENT 2

**California Health Facilities Financing Authority ("CHFFA")
Investment in Mental Health Wellness Program for Children and Youth**

Lead
Grantee:

Grant #:

Date:

Project Cost Category	Payee	Description	Required for Disbursements		Required for Actual Verification					
			Purchase Order/Contract*		Invoice and Canceled Check/Proof of Wire Transfer					
			Number	Amount	Date	Invoice Number	Amount	Check Number	Amount	
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
Total Disbursements and Actuals			\$0.00							\$0.00

*If you are requesting an advance, please indicate the contract/agreement number and the disbursement amount requested.

ADCP

California Health Facilities Financing Authority ("CHFFA")
Investment in Mental Health Wellness Grant Program
for Children and Youth
Actual Expenditures Report
SUMMARY SHEET

Report #: _____
Grant #: _____
Award Amount: _____

Project Name or Description

<input type="checkbox"/> Crisis Residential
<input type="checkbox"/> Crisis Stabilization
<input type="checkbox"/> Mobile Crisis Support Team
<input type="checkbox"/> Family Respite Care

CHFFA Project Officer

Phone: _____
E-Mail: _____

Lead Grantee: _____

Project Cost Category

Actual Expenditures

Purchase of real property: \$ _____
Construction or renovation: \$ _____
Furnishings and/or equipment: \$ _____
Information technology hardware and software: \$ _____
Program startup or expansion costs: \$ _____
Purchase of Vehicle: \$ _____
Personnel Funding: \$ _____

TOTAL: \$ _____

Documentation to Accompany Form:

Please attach and email a spreadsheet that summarizes all the included supporting documentation provided.
Please follow the formatting of Attachment 1.

I certify that to the best of my knowledge, the information contained in this report and the accompanying material are true and accurate. I understand that misrepresentation may result in the cancellation of the Grant and other actions which the Authority is authorized to take.

By (Print Name of Authorized Officer)

Title

Phone

Signature

Date

Email

FOR CHFFA USE ONLY

Amount Verified as Eligible

\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____

SAMPLE SPREADSHEET

ATTACHMENT 1

California Health Facilities Financing Authority ("CHFFA") Investment in Mental Health Wellness Program for Children and Youth

Grant #: _____ Lead Grantee: _____

Date: _____

Project Cost Category	Payee	Description	Required for Disbursements		Required for Actual Verification				
			Purchase Order/Contract*		Invoice and Canceled Check/Proof of Wire Transfer				
			Number	Amount	Date	Invoice Number	Amount	Check Number	Amount
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
Total Disbursements and Actuals				\$0.00					\$0.00

*If you are requesting an advance, please indicate the contract/agreement number and the disbursement amount requested.

**CERTIFICATE OF COMPLETION & FINAL REPORT
Investment in Mental Health Wellness Grant Program
for Children and Youth**

California Health Facilities Financing Authority (CHFFA)

Grantee:

Grant Award #:

Grant Amount:

CHFFA Approval Date:

Grant Period End Date:

Project Address:

Project Description:

PART I: NARRATIVE

Please attach a narrative in response to the following questions.

1) Summary of Project Implementation

Please provide a summary of all activities completed in order to implement the Project.

2) Key Milestones

- a) When did the Project start?
- b) When was the Project completed, and when did Program services begin?
- c) What were the key milestones or notable events, including approvals, licensing and/or certification (if applicable)?
- d) What challenges, if any, were encountered during the implementation of the Program(s), and how were they overcome?

PART II: DOCUMENTATION

Please provide the following documents as applicable to your Project if they have not already been provided:

- 1) For all Projects: License and/or certification of Program(s), as applicable.
- 2) For Projects that include real property acquisition: Final closing statement with certification by the title company.
- 3) For Projects that include building construction or renovation: Certificate of Occupancy.
- 4) For Projects that include vehicle acquisition: Executed sales agreement or title.

PART III: PROGRAM OUTCOME (IF AVAILABLE)

Crisis Residential Treatment, Crisis Stabilization and Mobile Crisis Support Teams Program(s).
Provide descriptions and data that demonstrate how the Program(s) contributes to each of the following key outcomes:

- a) Reduced hospital emergency room and psychiatric inpatient utilization.
- b) Reduced law enforcement involvement on mental health crisis calls, contacts, custodies and/or transports for assessment.
- c) Improvements in participation rates in the Program(s).
- d) Children and Youth (when appropriate) and/or their family members' (when appropriate) satisfaction with the crisis services the Children and Youth received.
- e) Number of Crisis Residential Treatment and Crisis Stabilization beds; and/or number of Mobile Crisis Support Teams including the number of Mobile Crisis Support Team vehicles and staff added.
- f) Number of Children and Youth within the Target Population(s) being served and other Children and Youth who may be being served.
- g) The value of the Program(s), such as mitigation of costs to the county, law enforcement, or hospitals. An example of such value is: The utilization of Crisis Residential Treatment costs "X" dollars and utilization of inpatient hospitalization would have cost "X" dollars, therefore value approximates "X" dollars.
- h) The percent of Children and Youth who receive a crisis service who, within 15 days, and within 30 days, return for crisis services at a hospital emergency department, psychiatric hospital or detainment centers, juvenile hall or jail.

Family Respite Care Program. *Provide descriptions and data that demonstrate how the Program contributes to each of the following key outcomes:*

- a) Increased participation rates by families in the Family Respite Care Program.
- b) Family members' satisfaction with the Family Respite Care services received.
- c) Number of families served by the Program.
- d) Whether services provided by the Program prevented out-of-home placement of Children and Youth receiving mental health services or re-entry of the Child/Youth into out-of-home placement.
- e) Whether the families of the Target Population(s) are being served and other families who may be served.
- f) The value of the Program, such as mitigation of costs to the county, when Children and Youth are not placed in out-of-home care. An example of such value is: The utilization of Family Respite Care costs "X" dollars and utilization of out-of-home placement would have cost "X" dollars, therefore value approximates "X" dollars.

PART VI: ACTUAL PROJECT SOURCES & USES

Please provide a summary of actual sources and uses of the Project in the format provided below. Provide an "as of" date. Investment in Mental Health Wellness Program for Children and Youth grants cannot exceed the total cost of the Project. Total sources must equal total uses.

Sources of Funds – as of (date) _____:

CHFFA grant(s)	\$ _____
Mental Health Services Act (MHSA) funds	\$ _____
Realignment funds	\$ _____
Medi-Cal, Federal Financial Participation	\$ _____
Interest earnings from advanced funds	\$ _____
Other sources, list (i.e. bank loans, other grants)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total Sources	\$ _____

Uses of Funds (from all sources) – as of (date) _____:

Purchase of real property	\$ _____
Construction or renovation	\$ _____
Purchase of vehicles and vehicle maintenance contracts	\$ _____
Furnishings and/or equipment	\$ _____
Information technology hardware and software	\$ _____
Program startup or expansion costs (3 months)	\$ _____
Personnel Funding – For Mobile Crisis Support Teams only (1 year)	\$ _____
Other costs	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total Uses	\$ _____

PART V: CERTIFICATION

I hereby certify that, to the best of my knowledge, all Grant funds were expended on the above named Project, the Project is complete, the Grant did not exceed the total Project costs, all interest earnings have been reported to CHFFA, and this report and all accompanying documents are true and correct. I understand that the Grant Agreement includes valid and binding obligations that extend beyond the term of the Grant.

Signature: _____

Date: _____

Name: _____

Title: _____

Additional Contact:

Name: _____

Title: _____

Email: _____

Phone: _____