



**JOINT WORKGROUP SESSION OF THE
MCLEAN COUNTY BOARD OF HEALTH AND BOARD FOR THE CARE
AND TREATMENT OF PERSONS WITH DEVELOPMENTAL
DISABILITIES**

NOTICE OF WORKGROUP SESSION AND AGENDA

**McLean County Health Department
200 West Front Street, Room 322
Bloomington, IL 61701**

**Tuesday, December 6, 2016
2:00 PM**

- I. Roll Call
- II. Establish an Agenda
- III. Appearance by Members of the Public
- IV. New Business
 - A. Items for Action
 - 1. Approval of Workgroup Session Minutes – April 5, 2016 1-2
 - 2. Approval of Workgroup Session Minutes – August 2, 2016 3
 - 3. Approval of Workgroup Session Minutes – October 4, 2016 4-6
 - B. Items for Information
 - 1. CY17 Quarterly Reporting
 - 2. CY18 Working Timeline 7-8
 - 3. CY18 Funding Criteria and Guidelines 9-19
 - 4. Future Meetings
- V. For Discussion
 - A. Two Year Funding Cycle
 - B. Other
- VI. Adjournment

Minutes
553 & 377 Joint Workgroup Session
April 5, 2016

CALL TO ORDER: Laura Beavers called the joint meeting to order at 2:05pm and declared a quorum for the 377 Board.

ROLL CALL: Ron Morehead, Diane Crutcher, Vern McGinnis, Phylis VerSteegeh, Judy Buchanan, Cory Tello, Sonja Reece

STAFF PRESENT: Laura Beavers, Phaedra Morris

ESTABLISH AN AGENDA: No discussion

APPEARANCE BY MEMBERS OF THE PUBLIC: Patricia Marton

NEW BUSINESS:

A. Items for Action

1. Approval of Workgroup Session Minutes – February 2, 2016

Judy Buchanan motioned to approve. Vern McGinnis seconded.

Motion carried.

B. Items for Information

1. Health Committee Presentation

Laura Beavers reviewed the outcome of the Health Committee Presentation held on April 4th. All who attended the presentation agreed the Behavioral health section of the presentation was very good and informative.

2. Mental Health Advisory Board

Laura Beavers stated the next board meeting will be April 8th. At this meeting we will discuss bylaws, review the Open Meetings Act and review our funding guidelines. Ann Janes has resigned from the board. We will be recruiting another person to replace Ann. Scott Murphy was appointed to the board as the County Board representative.

3. State Health Improvement Plan

Judy Buchanan stated the recommendations relative to behavioral health mirrors the county's mental health plan. Laura Beavers stated this plan is a requirement of state and local health departments and hospitals.

C. Items for Discussion

1. Streamline Web Based Health Care System

Laura Beavers stated the purchasing process has been difficult but we are moving forward. There is a need to quantify and have the ability to draw outcomes. We are still printing large binders and by securing this system we will be able to streamline the entire process by having everything on line. We can then filter applications to each respective board. This system will also enable us to put the quarterly reports online thus reducing the lengthy board packets. We have explored financing and Walt Howe has indicated the 553 Board has \$19,930 and the 377 Board

has \$5,800 available to fund this new streamlined process. The cost of this system is \$25,000 with a \$5000 annual support cost.

It was discussed whether the Board of Health has the authority to purchase or enter into a contract with an entity for what some may consider "administrative services". This system we want to purchase is to provide "quarterly health services", not administrative services. Laura Beavers stated after discussion with the county legal department, it was determined that the 377 Board has the authority to enter into a contract for health services but the 553 Board does not. This potential purchase is being ironed out and we will have an update at the next joint meeting or respective individual board meetings.

2. Revised Draft Funding Timeline

Laura Beavers reviewed the funding timeline noting that the June 7th joint meeting listed is cancelled as Laura is out of town.

3. Funding Criteria and Guidelines

The 377 Board members have finalized their funding criteria and guidelines and therefore they were told they could leave meeting if they desire. All 377 members left the meeting at 3:05pm.

The 553 Board members remained to finalize documents.

- Judy Buchanan suggested giving greater emphasis to the sustainability question in the criteria. A question was added to the application that asks agencies to identify their plan should they need to downsize their organization.
- Laura Beavers explained the difference between evidenced based and evidenced informed practices. After discussion, it was decided to state that program plans are required to be evidence based/evidence informed.
- Group consensus was to also emphasize collaboration among service providers.
- It was determined to give the priority grid portion of the document to the Mental Health Advisory Board to review and make suggestions.
- In the Sustainability section of the application, it was decided to edit A to read "How will the program be sustained beyond the funded year? Please describe your plan to sustain the program if there are no other funding sources available", and remove B, C, and D.

BOARD ISSUES

No issues reported.

ADJOURNMENT

Meeting was adjourned at 4:16pm.

Minutes
553 & 377 Joint Workgroup Session
August 2, 2016

CALL TO ORDER: Laura Beavers called the joint meeting to order at 2:05pm with no quorum for either board.

ROLL CALL: Diane Crutcher, Vern McGinnis, Judy Buchanan, Cory Tello, and Robert Kohlhase

STAFF PRESENT: Laura Beavers, Phaedra Morris

ESTABLISH AN AGENDA: No discussion

APPEARANCE BY MEMBERS OF THE PUBLIC: No Public Participation

CY17 FUNDING PROCESS:

A. Review of Electronic Health Service System

1. Laura Beavers reviewed the website with members which included accessing the agency applications and the board file and sharing section.

B. Review and Discussion of CY17 Applications

1. Laura Beavers stated all applications were received on time. Two agencies withdrew their applications after submission.

2. CY17 Application Tracking Forms were provided as handouts to each board.

3. CY17 Summary Projections & Requests Form was provided as a handout to each board.

C. CY17 Presentation Schedule

1. Laura Beavers reviewed both boards presentation schedule and both boards were provided a handout.

2. Laura Beavers advised board members if any member is not able to make it to a presentation and had questions for an agency, please send those questions to her and she will ask at presentation on their behalf.

3. For 553 board members, Laura Beavers requested that any questions a board member would like to have asked to the Mental Health Advisory Board, please submit those to her via email by August 19th.

ADJOURNMENT

Meeting was adjourned at 3:20pm.

Minutes
553 & 377 Joint Workgroup Session
October 4, 2016

CALL TO ORDER: Laura Beavers called the joint meeting to order at 1:33pm.

ROLL CALL: Vern McGinnis, Judy Buchanan, Cory Tello, Ron Morehead, Sonja Reece, John Zuenick, Susan Schafer, Mary Caisley and Robert Kohlhase

STAFF PRESENT: Laura Beavers, Phaedra Morris

ESTABLISH AN AGENDA: No discussion

APPEARANCE BY MEMBERS OF THE PUBLIC: Edith Brady, Pantagraph

CY17 FUNDING DISCUSSION:

A. BOH Budget Worksheet

Crisis & Treatment

1. Laura Beavers reviewed the crisis and psychiatric programs. Based on board feedback collected over the last two months, the overall full funding recommendations are as follows:
 - McLean County Center for Human Services Psychiatric program at \$318,000
 - McLean County Center for Human Services Crisis program at \$366,000
 - PATH Crisis program at \$38,000

Criminal Justice

1. Laura Beavers reviewed the criminal justice applications.
 - She explained to the boards that Chestnut Health Systems withdrew their original application submitted for Specialty Courts and have collaborated with McLean County Court Services to submit a joint application for the Problem Solving Courts program requesting \$208,000. The BOH contract would be with Court Services who would then contract with Chestnut for substance abuse treatment and CYFS for the MRT program.
 - McLean County Court Services also submitted an application for their Risk Need Responsivity (RNR) program. The board could not come to a conclusion whether or not to fund this program.
 - Labyrinth merged with YWCA as of July 1, 2016.
2. Based on board feedback, funding recommendations for criminal justice applications are as follows:
 - McLean County Court Services Problem Solving Courts program at \$208,000
 - YWCA/Labyrinth at \$41,600
 - McLean County Court Services RNR program funding will be determined at November board meeting. Susan Schafer added that she and the County Board would like to see this fully funded. She stated she has a report from the Auditor that over a period of

years some monies that have not been spent from the tax levy has been accruing for both BOH and 377. There is about \$48,000 in the fund balance. Susan will contact the Auditor's office for exact figures and report back to Laura.

Children

1. Laura Beavers reviewed the children programs.
2. For the Chestnut School Based Services and McLean County Center for Human Services programs, Laura stated board members expressed concerns that these two programs may be duplicating each other. Laura has had conversations with both agency's and they are willing to combine their efforts to serve the community preventing such duplication. Laura will be meeting with Olympia and Ridgeview School District Superintendents this week to gauge their needs and concerns since they are the schools at with highest risk. It was determined after board discussion there is a potential to create a joint pilot program (longer than a year) with these two agency's but will need further discussion after Laura meets with the schools.
3. Based on board feedback, funding recommendations for children applications are as follows:
 - The Baby Fold at \$66,744
 - Project Oz at \$134,297
 - Chestnut/MCCHS program funding will be determined at November board meeting. Laura requested the board email their feedback, ideas, and suggestions to her regarding this pilot program process.

B. 377 Budget Worksheet

Supportive Housing

1. Laura Beavers explained that Homes of Hope application was for \$184,406 (\$8,000 per person). Laura, Vern McGinnis and Judy Buchanan have been working with Advocate and found that the Center for Integrated Health and Wellness can serve the same amount of people from Homes of Hope for \$60,000 vs. the \$184,406 Homes of Hope is requesting. Laura stated the BOH needs to consider this public/private partnership as a potential pilot program. Ron Morehead stated the agency needs to develop better grand writing. Further discussion needed.
2. Laura stated she toured a Shelbourne apartment from Marcfirst per the board's request. The apartment was in wonderful shape. The occupants, Michael and Raphael shared their stories of how supported housing and employment helps them live their everyday life to the fullest. Some board members recommend reducing, but staff is recommending fully fund the supportive housing program for Marcfirst.
3. Based on board feedback and staff recommendations, funding recommendations for supportive housing programs are as follows:
 - Homes of Hope funding will be determined at the October board meeting.
 - Marcfirst at \$149,894

Early Intervention

1. Recommended funding for Easter Seals for one additional person from CY16.
2. Many board members recommended to fully fund Marcfirst SPICE at \$60,276 which is a 99% increase over CY16, Staff recommends to fund at \$30,806.
3. There was a lot of support from the 377 to fund the YWCA program, however it doesn't fit in our priorities. Laura reminded the board that this is a great program, but when we fund something new we have to take away from another program.
4. Based on board feedback and staffing recommendations, funding recommendations for early intervention are as follows:
 - Easter Seals at \$13,972.14
 - Marcfirst (SPICE) at \$30,276
 - YWCA funding will be determined at October board meeting.

Supportive Employment

1. LifeCIL considered a vital service. Funding recommendations from \$0-full funding. It was recommended to fund LifeCIL an increase over CY16, but not fully fund their CY17 request of \$21,648.
2. United Cerebral Palsy (UCP) supportive employment is one of the 377 Board's priorities and at the core of what our community needs are.
3. Laura added to Shelbourne story mentioned earlier that one of the men living in that apartment works two jobs. One is at Target and he has to begin work at 5am. He has been working there for years stocking shelves and loves his job. Supportive employment for this population is necessary and a priority for the 377 Board. Some board members recommend reducing funding, but staff is recommending to fully fund again this year.
4. Based on board feedback and staff recommendations, funding recommendations for supportive employment are as follows:
 - Fund LifeCIL at \$15,000
 - Fully fund UCP at \$182,904
 - Fully fund Marcfirst at \$290,000

C. Final Questions for Mental Health Advisory Board

1. A final request for MHAB questions was made.

ADJOURNMENT

Meeting was adjourned at 3:38pm.

**MCLEAN COUNTY HEALTH DEPARTMENT
Working 2018 Funding Timeline**

BOARD OF HEALTH and MENTAL HEALTH ADVISORY BOARD

Date	Activity	Responsible Party
1/11/17	Review and Finalize Guidelines, Priorities and Application	BOH and MCHD Staff
2/24/17	Review & Finalize Guidelines, Priorities and Application	MHAB and MCHD Staff
3/8/17	Approve Guidelines, Priorities and Application	BOH and MCHD Staff
3/15/17	RFP Posted for BOH	EMK Consulting and MCHD Staff
4/12/17	BOH Applications Due	Interested Partners
4/15/17 – 4/22/17	Review Applications via Website	BOH, MHAB and MCHD Staff
Time Period 4/24/17 – 5/5/17	Oral BOH Presentations	BOH, MHAB and MCHD Staff
5/10/17	Review CY18 Proposed Programming/Funding Discussion	BOH and MCHD Staff
6/30/17	CY18 Funding Recommendations	MHAB and MCHD Staff
7/12/17	Review MHAB Recommendations Approval of BOH CY18 Funding	BOH and MCHD Staff
8/25/17	Progress Review	MHAB and MCHD Staff
9/13/17	TBD	Scheduled BOH Meeting
October	Notification of Funding Approval Letters – Pending Budget	MCHD Staff
10/27/17	Review CY19 Funding Guidelines and Priorities	MHAB and MCHD Staff
November	Work on Contracts	MCHD Staff
11/8/17	TBD	Scheduled BOH Meeting
12/1/17	Provider Meeting and Distribution of Contracts	Funded Partners
12/15/17	Return Due Date of Contracts	Funded Partners

**MCLEAN COUNTY HEALTH DEPARTMENT
Working 2018 Funding Timeline**

377 BOARD

Date	Activity	Responsible Party
1/18/17	Finalize Guidelines, Priorities and Application	377 Board and MCHD Staff
3/1/17	RFP Posted for 377 Board	EMK Consulting and MCHD Staff
3/29/17	377 Applications Due	Interested Partners
4/1/17 – 4/9/17	Review Applications via Website	377 Board and MCHD Staff
Time Period 4/10/17 – 4/12/17	Oral 377 Presentations	377 Board and MCHD Staff
4/13/17	Review CY18 Proposed Programming/Funding Discussion	377 Board and MCHD Staff
May Meeting	Review CY18 Proposed Programming and Final Recommendations	377 Board and MCHD Staff
7/13/17	Approval of 377 CY18 Funding	377 Board and MCHD Staff
10/12/17	TBD	Scheduled 377 Board Meeting
October	Notification of Funding Approval Letters – Pending Budget	MCHD Staff
November	Work on Contracts	MCHD Staff
12/1/17	Provider Meeting and Distribution of Contracts	Funded Partners
12/15/17	Return Due Date of Contracts	Funded Partners

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**McLean County Board of Health (553 Board)
CY 18 Funding Criteria and Guidelines**

**Section I
Criteria**

All programming and services must have an impact in the following areas:

- Mental Health
- Substance Abuse

Contract funds overseen by the McLean County Board of Health (553 Board) must be designated for behavioral health services, specifically, mental health and substance use disorder services only.

**Section II
General Conditions for Funding**

1. Compliance with the application deadline. Late applications will not be accepted.
2. The McLean County Board of Health (553 Board) supports system integration and encourages inter-agency cooperation, coordination, joint planning and any such cooperation evidenced by written agreements between agencies or evidence of participation in local inter-agency joint planning committee will be noted as positive factors when designating mental health funds.
3. A clear demonstration of need must be established prior to the granting of all or part of the funding request.
4. Contract dollars provided through the McLean County Board of Health cannot supplement Medicaid. Illinois Department of Healthcare and Family Services (HFS) is responsible for establishing rates for all eligible services in the Illinois Medicaid Program. The HFS established rate is the maximum allowable rate for each eligible service. Reimbursement of a Medicaid service by a public payer in any amount up to the maximum allowable rate published by HFS shall be considered payment in full and cannot be supplemented in any way. (Community Mental Health Services: Service Definition and Reimbursement Guide, Section 1 Service Provision 201.2.4, pg. 5)
5. All agencies must adhere to a No Wrong Door approach. A No Wrong Door approach, cited in the McLean County Mental Health Action Plan, seeks to improve access to care. A linkage to participant centered services can be obtained through any entry point or "door". This type of service delivery is based on the principal that all people should receive participant centered services regardless of the access point (organization/agency/entity). This approach relies on organizations in our community

knowing that the others exist, what services are provided, and empowering each other to work together for the common good.

6. Favorable consideration will be given to applicants who clearly demonstrate that a substantial effort has been made to explore other funding resources. Sustainability should be included in the program plan.
7. Only clearly documented non-duplicative requests will be considered. Any program request that overlaps with an existing available program in McLean County shall be removed from consideration. Pilot programs may be considered.
8. Program plans: Objectives, Client Outcomes, and Staffing will be a prime consideration when allocating funds and must be designed to meet the stated objectives. There must be assurance that the agency and personnel assigned to the program are qualified and experienced. Program plans must include services that are participant centered, evidenced informed or evidenced based, trauma informed, and outcome driven. A clear, concise description of the impact of the provided service on the targeted population must be included. Rapid response service delivery is strongly encouraged. Program plans must also identify a sustainability plan.
9. Each applicant must have a clearly defined plan to assess program results using the designated process to evaluate the desired impact of the program on the client outcomes.
10. All agencies must demonstrate an ability to meet and agree to accept, all of the following conditions in order to be considered for funding:
 - A. A mutually agreed upon contract between the grantee and the Board of Health (553 Board) must be negotiated and approved by the State's Attorney prior to awarding the grant.
 - B. Payments for contractual services will be made on a schedule stated within the contract provided the agency has met all contractual conditions and obligations.
 - C. Periodic reports and site visits will be required in accordance with the contractual agreement. Each applicant must utilize the designated process to document quarterly progress. Reports should contain, at a minimum, types of service rendered, service outcomes, evidence of progress in attaining program objectives, and narrative describing program activities during the quarter.
 - D. At the end of the funding period, the Board of Health Board will require a final report summarizing program activities, evaluation of the program in accordance with the proposal outlined above, and an accounting of all funds received from the Board of Health.
 - E. Funds will be provided to not for profit or governmental agencies only. Satisfactory evidence of not for profit and tax exempt status must be on file or accompany the program proposal.

- F. The Board of Health will require evidence of fiscal responsibility and sound accounting practice prior to contracting with the agency for mental health services. An Annual CPA audit prepared in accordance with AICPA Industry Audit Standards will satisfy this requirement.
- G. A public presentation detailing the submitted funding proposal will be required as scheduled by the Board of Health.
- H. All grants are subject to limitation depending on the availability of funds to the Board of Health.
- I. Approved grantees must comply with the Title VI of the Civil Rights Act of 1964 (PL88-353) and Title VII of the Civil Rights Act of 1964.
- J. Agencies must submit a revised Budget and Application of Revenue Form to the Department, no later than January 5th for the prior calendar year funded, outlining an annual expenditure plan.
- K. DHS grantees must submit all grant applications for State funding to the Health Department for review and comment. In addition, notification of all site visits by DHS will be given to the Department as well as submission of other State reports as specified in the agency contracts.

Section III
CY 18 Funding Priorities
January 1, 2018-December 31, 2018

Behavioral Health and Substance Abuse

- Behavioral Health is essential to health. It includes mental health and substance use disorders. Prevention reduces the likelihood of the onset of health problems, reduces harm and saves dollars.
- Individuals impacted by mental illness and substance use disorders have the opportunity to live healthy, productive lives.
- Individuals impacted by mental illness and substance use disorders should have access to treatment tailored to their specific needs, at the required level of care, that promotes overall improved health and wellness.
- Supports for individuals with mental illness and substance use disorders should focus on developing and strengthening their individual capacities and support networks. A natural part of this process includes wellness, recovery, and termination.
- Support for individuals impacted by mental illness and substance use disorders should seek to reduce the stigma associated with their illness/disorder.
- Suicide is one of the leading causes of death. Research and Data suggest the following:

- According to the Center for Disease Control, suicide was ranked as the 10th leading cause of death among person ages 10 and older in the United States in 2009.
- According to 2008 data provided by The Illinois Department of Public Health, suicide was the 10th leading cause of death in McLean County.
- A report provided by the McLean County Coroner for the year 2015 indicated there were 22 suicide deaths in McLean County.
- In the United States, suicide is the third leading cause of death in young people, age, 15-24 years. ~Provided by CDC, cited within Youth Mental Health First Aid manual, page 135.
- Prevalence Data from Behavioral Health, United States 2012 publication indicates:
 - In 2011, more than 41 million U.S. adults (18 percent) had any mental illness, and nearly 20 million (8 percent) had a substance use disorder.
 - In 2011, nearly 9 million U.S. adults (4 percent) had mental illness that greatly affected day-to-day living, or serious functional impairment.
 - Data collected in 2010 and 2011 indicate that almost half of United States children ages 4-11 with emotional or behavioral difficulties used mental health services at least once during the past year.

McLean County Priorities & Objectives

Children, Adolescent and Family Focused Programs and Services

1. Provide a full spectrum of community based crisis response services, including a 24 hour crisis line, mobile crisis services, crisis stabilization services, and recovery services.
2. Identify youth at risk of social, emotional, and/or behavioral health issues, and using evidence based/informed services, engage in a process of healing and positive development. Employ prevention and early intervention strategies to improve behavioral health outcomes.
3. Expand access to psychiatric services.
4. Provide supportive employment and residential services.

Access to Community Based Services, Resource Development and Collaboration

1. Increase investment in programs and services through system integration, collaboration and innovative approaches with a strong emphasis on prevention and early intervention.
2. Increase the ability to access high quality community based services that include prevention, treatment, recovery, and wellness services at the earliest stage.
3. Reduce involvement of target populations in the criminal justice system.

Section IV Decision Authority

Overarching Decision Support Considerations

The CY18 allocation process will require all applications to address the overarching criteria listed below.

1. **Underserved Populations:** Programs and services that promote access for the underserved populations identified in the Surgeon General's Report on Mental Health: Culture, Race, and Ethnicity.
2. **Countywide Access:** Programs and services that promote county wide access for all people, cradle to grave, in McLean County. Concentrating on documented, underserved populations needing access to locally funded services.
3. **Budget and Program Connectedness:** Applications must clearly explain the relationship between budgeted costs and program components and must demonstrate how individuals and their preferences are driving the services. For example, "What is the Board of Health buying and for whom?" is the salient question to be answered in the proposal and clarity is required. Administrative costs and indirect personnel costs must not exceed 15%.

Secondary Decision Support and Priority Criteria

The process items included in this section will be used as important discriminating factors which influence final allocations decision recommendations.

1. **Approach/Methods/Innovation:** Applications proposing evidence-based, evidenced informed or research based approaches must cite the fidelity model. Applications demonstrating creative and/or innovative approaches to meet defined community need.
2. **Evidence of Collaboration:** Applications identifying collaborative efforts and system integration employing practices that work towards a more efficient, effective inclusive system of care.
3. **Sustainability:** Applications highlighting a sustainable program plan or detailing specific funding gaps.
4. **Staff Credentials:** Applications highlighting staff credentials and specialized training.
5. **Records systems reflecting the McLean County Board of Health's Values and Priorities:** Applications proposing to develop and utilize records systems for individuals' supports, programs and projects that clearly reflect the BOH values and priorities. Such records systems can be used to provide rapid feedback to the BOH and the impact and efficacy of innovative projects and provide project managers and direct support staff with

direction and feedback that can be utilized in day to day management, supervision, and mentoring/coaching.

Final Decision Authority

The McLean County Board of Health (553 Board) will make the final decision concerning all applications for funding.

Should you have any questions regarding your CY 18 Application, please contact Laura Beavers at 309-888-5526 or laura.beavers@mcleancountyil.gov

**McLean County Health Department
Board for the Care and Treatment of Persons with a Developmental Disability (377 Board)
CY 18 Funding Criteria and Guidelines**

**Section I
Criteria**

Contract funds overseen by the McLean County Board for the Care and Treatment of Persons with a Developmental Disability (377 Board) must address service outcomes for clients with a developmental disability, intellectual disability, or who are deemed at risk of a developmental disability. All programming and services must have an impact in the target population and enhance the overall health and wellness of the target population. Only evidenced based programming will be funded.

**Section II
General Conditions for Funding**

1. Compliance with the application deadline. Late applications will not be accepted.
2. The McLean County 377 Board encourages inter-agency cooperation, coordination, and joint planning and any such cooperation evidenced by written agreements between agencies or evidence of participation in local inter-agency joint planning committee will be noted as positive factors when designating developmental disability funds.
3. A clear demonstration of need must be established prior to the granting of all or part of the funding request.
4. Contract dollars provided through the 377 Board cannot supplement Medicaid. Illinois Department of Healthcare and Family Services (HFS) is responsible for establishing rates for all eligible services in the Illinois Medicaid Program. The HFS established rate is the maximum allowable rate for each eligible service. Reimbursement of a Medicaid service by a public payer in any amount up to the maximum allowable rate published by HFS shall be considered payment in full and cannot be supplemented in any way. (Community Mental Health Services: Service Definition and Reimbursement Guide, Section 1 Service Provision 201.2.4, pg. 5)
5. All agencies must adhere to a No Wrong Door approach. A No Wrong Door Approach, cited in the McLean County Mental Health Action Plan, seeks to improve access to care. A linkage to participant-centered services can be obtained through any entry point or "door". This type of service delivery is based on the principal that all people should receive participant-centered services regardless of the access point (organization/agency/entity). This approach relies on organizations in our community knowing that the others exist, what services are provided, and empowering each other to work together for the common good.
6. Favorable consideration will be given to applicants who clearly demonstrate that a substantial effort has been made to explore other funding resources. Sustainability must be included in the program plan.

7. Only clearly documented non-duplicative requests will be considered. Any program request that overlaps with an existing available program in McLean County shall be removed from consideration. The McLean County 377 Board is open to funding pilot programs.
8. Program plans: Objectives, Client Outcomes, and Staffing will be a prime consideration when allocating funds and must be designed to meet the stated objectives. There must be assurance that the agency and personnel assigned to the program are qualified and experienced. Program plans must include services that are participant centered, evidenced informed or evidenced based, trauma informed, and outcome driven. A clear, concise description of the impact of the provided service on the targeted population must be included. Rapid response service delivery is strongly encouraged. Program plans must also identify a sustainability plan.
9. Each applicant must have a clearly defined plan to assess program results using the designated process to evaluate the desired impact of the program on the client outcomes.
10. All agencies must demonstrate an ability to meet and agree to accept, all of the following conditions in order to be considered for funding:
 - A. A mutually agreed upon contract between the grantee and the 377 Board must be negotiated and approved by the State's Attorney prior to awarding the grant.
 - B. Payments for contractual services will be made on a schedule stated within the contract provided the agency has met all contractual conditions and obligations.
 - C. Periodic reports and site visits will be required in accordance with the contractual agreement. Each applicant must utilize the designated process to document quarterly progress. Reports should contain, at a minimum, types of service rendered, service outcomes, evidence of progress in attaining program objectives, staff to client ratio, and narrative describing program activities during the quarter.
 - D. At the end of the funding period, the 377 Board will require a final report summarizing program activities, evaluation of the program in accordance with the proposal outlined above, and an accounting of all funds received from the 377 Board.
 - E. Funds will be provided to not for profit or governmental agencies only. Satisfactory evidence of not for profit and tax exempt status must be on file or accompany the program proposal.
 - F. The 377 Board will require evidence of fiscal responsibility and sound accounting practice prior to contracting with the agency for mental health services. An Annual CPA audit prepared in accordance with AICPA Industry Audit Standards will satisfy this requirement.
 - G. A public presentation detailing the submitted funding proposal will be required as scheduled by the 377 Board.
 - H. All grants are subject to limitation depending on the availability of funds to the 377 Board.
 - I. Approved grantees must comply with the Title VI of the Civil Rights Act of 1964 (PL88-353) and Title VII of the Civil Rights Act of 1964.
 - J. Approved grantees must submit a revised Budget and application of Revenue Form to the Department, no later than January 5th for the prior calendar year funded, outlining an annual expenditure plan.
 - K. DHS grantees must submit all grant applications for State funding to the Health Department for review and comment. In addition, notification of all site visits by DHS will be given to the

Department as well as submission of other State reports as specified in the agency contracts.

Section III
CY 18 Funding Priorities-January 1, 2018-December 31, 2018

Developmental Disabilities

- Individuals with disabilities should have the opportunity to live like those without disabilities. They should have control over their day and over where and how they live.
- Supports for individuals with disabilities should focus on building connection, companionship and contribution in the broader community, and on supporting presence and participation in community settings where their individual contributions will be recognized and valued.
- Supports for individuals with disabilities should focus on developing and strengthening personal support networks that include friends, family members, and community partners.
- Supports for individuals with disabilities should systematically identify individual's gifts and capacities and create access to community associations, workplaces and learning spaces which network members have influence and standing.
- All supports provided need to be participant centered.

McLean County Objectives

Children, Adolescent and Family Focused Programs and Services

1. Identify children at risk of developmental delay and intellectual disability and support early intervention services and family supports.
2. Employ early intervention and prevention programming/strategies to alleviate or prevent continuing problems or impact of the disability.
3. Provide supportive employment and residential services.

Access to Community Based Services, Resource Development and Collaboration

1. Increase investment in programs and services through promotion of collaboration and innovative approaches, especially in the areas of Prevention and Early Intervention.
2. Increase the ability to access community based services.

Priority Levels
Existing Programs

Priority 1

- Supported Employment
- Supportive Residential Services
- Early Detection & Intervention: Birth to Five Services

Priority 2

- Residential Support
- Independent Living and Advocacy Assistance

Priority Levels New Initiatives or Expansion

Priority 1

- Expansion of long term community support through supportive employment options and placement
- Residential services appropriate for meaningful community life and developmental living assistance.
- DD/MI dual diagnosis treatment-access to evidenced based community treatment, including psychiatric services, community based inpatient facilities, & community based counseling services.

Priority 2

- Prevention/health promotion and early intervention

Priority 3

- Advocacy services and support group assistance.
- Holistic health and wellness for people with developmental disabilities

Section IV Decision Authority

Overarching Decision Support Considerations

The CY18 allocation process will require all applications to address the overarching criteria listed below.

1. Underserved Populations-Programs and services that promote access for the underserved populations identified in the Surgeon General's Report on Mental Health: Culture, Race, and Ethnicity.
2. Countywide Access-Programs and services that promote countywide access for all people in McLean County. Concentrating on documented underserved population needing access to locally funded services.
3. Budget and Program Connectedness-Applications must clearly explain the relationship between budgeted costs and program components and must demonstrate how individuals and their preferences are driving the services. For example, "What is the 377 Board buying and for whom?" is the salient question to be answered in the proposal and clarity is required.

Secondary Decision Support and Priority Criteria

The process items included in this section will be used as important discriminating factors, which influence final allocations decision recommendations.

1. **Approach/Methods/Innovation:** Applications proposing evidence-based or research based approaches and addressing fidelity to the model cited. Applications demonstrating creative and/or innovative approaches to meet defined community need.
2. **Evidence of Collaboration:** Applications identifying collaborative efforts with other organizations servicing or directed by individuals with ID/DD and members of their support networks toward a more efficient, effective inclusive system of care.
3. **Staff Credentials:** Applications highlighting staff credentials and specialized training.
4. **Records Systems Reflecting the McLean County 377 Board's Values and Priorities:** Applications proposing to develop and utilize records systems for individuals' supports programs and projects that clearly reflect the 377 Board's values and priorities. Such records systems can be used to provide rapid feedback to the 377 Board and the impact and efficacy of innovative projects and provide project managers and direct support staff with direction and feedback that can be utilized in day to day management, supervision, and mentoring/coaching.

Final Decision Authority

The 377 Board will make the final decision concerning all applications for funding.

Should you have any questions regarding your CY 18 Application, please contact Laura Beavers at 309-888-5526 or laura.beavers@mcleancountyil.gov