

Enclosure 1

**Projects for Assistance in Transition from Homelessness (PATH)
State Fiscal Year (SFY) 2020-21 Funding Allocation**

County Name **Date**

DUNS

Total Allocation	
-------------------------	--

The County requests continuation of the PATH grant. These funds will be expended in accordance with all applicable federal and state requirements, and will be used as stated in the enclosed PATH Funding Agreements with Federal Requirements on Use of Allotments, Certification Statements and Compliance Assurances.

This estimate is the proposed total expenditure level for State Fiscal Year 2020-21 and is subject to change based on the level of appropriation approved in the State Budget Act of 2020. In addition, this amount is subject to adjustments for a net reimbursable amount to the county. The adjustments include, but are not limited to, Gramm-Rudmann-Hollings (Federal Deficit Reduction Act) reductions, prior year audit recoveries, federal legislative mandates applicable to categorical funding, augmentations, etc. The net amount reimbursable will be reflected in reimbursable payments as the specific dollar amounts of adjustments become known for each county.

The County will use this funding allocation worksheet to build the County’s SFY 2020-21 budget for the provision of services to reduce or eliminate homelessness for individuals with serious mental illnesses (SMI), co-occurring substance use disorders (COD), and who are experiencing homelessness or are at imminent risk of becoming homeless.

County Mental Health Director Signature **Date**

Print Name

Certifications

1. Certification Regarding Debarment and Suspension

The undersigned (authorized official signing for the applicant organization) certifies to the best of his or her knowledge and belief, that the applicant, defined as the primary participant in accordance with 2 CFR part 180, and its principals:

- a. Agrees to comply with 2 CFR Part 180, Subpart C by administering each lower tier subaward or contract that exceeds \$25,000 as a "covered transaction" and verify each lower tier participant of a "covered transaction" under the award is not presently debarred or otherwise disqualified from participation in this federally assisted project by:
 - a. Checking the Exclusion Extract located on the System for Award Management (SAM) at <http://sam.gov>
 - b. Collecting a certification statement similar to paragraph (a)
 - c. Inserting a clause or condition in the covered transaction with the lower tier contract

2. Certification Regarding Drug-Free Workplace Requirements

The undersigned (authorized official signing for the applicant organization) certifies that the applicant will, or will continue to, provide a drug-free workplace in accordance with 2 CFR Part 182by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's work-place and specifying the actions that will be taken against employees for violation of such prohibition;
- b. Establishing an ongoing drug-free awareness program to inform employees about--
 1. The dangers of drug abuse in the workplace;
 2. The grantee's policy of maintaining a drug-free workplace;
 3. Any available drug counseling, rehabilitation, and employee assistance programs; and
 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) above;
- d. Notifying the employee in the statement required by paragraph (a), above, that, as a condition of employment under the grant, the employee will--
 1. Abide by the terms of the statement; and
 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- e. Notifying the agency in writing within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- f. Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d) (2), with respect to any employee who is so convicted?
 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

3. Certifications Regarding Lobbying

Per 45 CFR 75.215, Recipients are subject to the restrictions on lobbying as set forth in 45 CFR part 93. Title 31, United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal grant or cooperative agreement must disclose lobbying undertaken with non-Federal (non- appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs. The undersigned (authorized official signing for the applicant organization) certifies, to the best of his or her knowledge and belief, that

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering

into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. (If needed, Standard Form-LLL, "Disclosure of Lobbying Activities," its instructions, and continuation sheet are included at the end of this application form.)
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4. Certification Regarding Program Fraud Civil Remedies Act (PFCRA) (31 U.S.C ? 3801- 3812)

The undersigned (authorized official signing for the applicant organization) certifies that the statements herein are true, complete, and accurate to the best of his or her knowledge, and that he or she is aware that any false, fictitious, or fraudulent statements or claims may subject him or her to criminal, civil, or administrative penalties. The undersigned agrees that the applicant organization will comply with the Public Health Service terms and conditions of award if a grant is awarded as a result of this application.

5. Certification Regarding Environmental Tobacco Smoke

Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, daycare, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such Federal funds. The law does not apply to children's services provided in private residence, portions of facilities used for inpatient drug or alcohol treatment, service providers whose sole source of applicable Federal funds is Medicare or Medicaid, or facilities where WIC coupons are redeemed.

Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.

By signing the certification, the undersigned certifies that the applicant organization will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

The applicant organization agrees that it will require that the language of this certification be included in any subawards which contain provisions for children's services and that all subrecipients shall certify accordingly.

The Public Health Services strongly encourages all grant recipients to provide a smoke-free workplace and promote the non-use of tobacco products. This is consistent with the PHS mission to protect and advance the physical and mental health of the American people.

Name

Veronica Kelley

Title

Director

Organization

San Bernardino County

Signature:

Date:

Footnotes:

COMPLIANCE ASSURANCES

The county, as recipient of grant funds, acknowledges and agrees that the county and its subcontractors shall provide services in accordance with all applicable federal and State statutes and regulations.

I hereby certify that the County of San Bernardino agrees to the following:

- A. Amounts received under the PATH Formula Grant will be used solely to provide services to persons who have a serious mental illness, or have a co-occurring serious mental illness and substance abuse disorder, and who are homeless or at imminent risk of becoming homeless.
- B. PATH funds must be used to supplement, not supplant, existing services to individuals who have severe mental illness, or who have co-occurring severe mental illness and substance abuse disorders, and who are homeless or at imminent risk of becoming homeless.
- C. At a minimum, providers must provide both Outreach and Case Management. Additional grant funds shall be expended only for the following services:
 - 1. Screening and diagnostic treatment services;
 - 2. Habilitation and rehabilitation services (relating to training and education to improve the individual's functioning in the community);
 - 3. Community mental health services;
 - 4. Alcohol and/or drug treatment services;
 - 5. Staff training (for individuals who work in shelters, mental health clinics, substance abuse programs, and other sites where individuals require homeless services);
 - 6. Supportive and supervisory services in residential settings;
 - 7. Referrals for primary health services, job training, educational services, and relevant housing services; and
 - 8. Housing services including minor renovation, expansion, and repair of housing; planning of housing, technical assistance in applying for housing; improving the coordination of housing services; security deposits; the costs associated with matching eligible homeless individuals with appropriate housing situations; and one-time rental payment to prevent eviction.
- D. Grants will be made pursuant to Section 522(a) of the Public Health Service Act only to entities that have the capacity to provide, directly or through arrangements, the specified service(s) including coordinating the provision of service(s) in order to meet the needs of eligible homeless individuals who are both mentally ill and suffering from substance abuse.

- E. Special consideration will be given to funding entities with a demonstrated effectiveness in serving veterans who are homeless.
- F. Grant funds will not be given to any entity that has a policy of excluding individuals from mental health services due to the existence or suspicion of substance abuse or which excludes individuals from substance abuse services due to the existence or suspicion of mental illness.
- G. No more than ten percent of Federal PATH funds received shall be expended for administrative expenses. The ten percent administrative expense cap includes both the county's and the subcontractor's administrative costs in aggregate.
- H. None of the funds in this grant shall be used to pay the salary of an individual through a grant or other extramural mechanism at a rate in excess of Executive Level II of the Federal Executive Pay Scale. Effective January 5, 2020, the amount is \$197,300.
- I. Not more than 20 percent of the payments will be expended for allowable housing services. The payments will not be expended to support emergency shelters or construction of housing facilities for inpatient psychiatric or inpatient substance abuse treatment costs or to make cash payments to intended recipients of mental health or substance abuse services.
- J. The county will make available, directly or through donations from public or private entities, non-federal contributions toward such costs in an amount that is not less than one dollar (\$1) for each three dollars (\$3) of federal funds provided in such payments. The amount of the county match is \$169,250.
- K. The description of intended use will be revised throughout the year to reflect substantial changes in the programs and activities funded through the PATH grant. Changes in services will not be provided until the appropriate approval has been received.
- L. The county agrees to provide all reports required by the State Department of Health Care Services (DHCS).
- M. The county will comply, as applicable, with the Substance Abuse and Mental Health Services Administration's (SAMHSA) Charitable Choice statutes codified at sections 581-584 and 1955 of the Public Health Service Act (42 USC 290k, et seq., and 42 USC 300x-65 et seq.) and their governing regulations at 42 C.F.R. part 54 and 54a respectively.

N. The county has budgeted SFY 2020-2021 non-PATH funds for services to individuals who are homeless and mentally disabled as follows:

\$ _____ Federal (non-PATH)

\$ _____ Other

Signature of Director

Date

Veronica Kelley

Print Name

Assurances - Non-Construction Programs

Note: Certain assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standard or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standard for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §327-333), regarding labor standards for federally assisted construction sub-agreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetland pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

HHS Assurances of Compliance (HHS 690)

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE DISCRIMINATION ACT OF 1975, AND SECTION 1557 OF THE AFFORDABLE CARE ACT

The Applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts, property, discounts or other Federal financial assistance from the U.S. Department of Health and Human Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 80), to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
2. Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 84), to the end that, in accordance with Section 504 of that Act and the Regulation, no otherwise qualified individual with a disability in the United States shall, solely by reason of her or his disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
3. Title IX of the Education Amendments of 1972 (Pub. L. 92-318), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 86), to the end that, in accordance with Title IX and the Regulation, no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity for which the Applicant receives Federal financial assistance from the Department.
4. The Age Discrimination Act of 1975 (Pub. L. 94-135), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 91), to the end that, in accordance with the Act and the Regulation, no person in the United States shall, on the basis of age, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
5. Section 1557 of the Affordable Care Act (Pub. L. 111-148), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 92), to the end that, in accordance with Section 1557 and the Regulation, no person in the United States shall, on the ground of race, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any health program or activity for which the Applicant receives Federal financial assistance from the Department.

The Applicant agrees that compliance with this assurance constitutes a condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees and assignees for the period during which such assistance is provided. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.

The grantee, as the awardee organization, is legally and financially responsible for all aspects of this award including funds provided to sub-recipients in accordance with 45 CFR Part 75.351-75.352, Subrecipient monitoring and management.

Name

Veronica Kelley

Title

Director

Organization

San Bernardino County

Signature:

Date:

Footnotes:

**PATH FY 2020-21
PROVIDER INTENDED USE PLAN**

County: San Bernardino

Legal Name of Business: San Bernardino County Department of Behavioral Health

Program Name: Homeless Intensive Case Management Outreach Services (HICMOS) Program

Address: 237 W. Mill Street

City, Zip Code: San Bernardino, CA 92408

Service Area (City and Zip Codes):

92401-92410, 92818, 92420, 92423, 92427

Provider Contact: René Keres, PsyD

Telephone: (909) 388-8259

Fax: (909) 421-4686

Email: rene.keres@dbh.sbcounty.gov

Indicate which of the following essential services will be provided by this provider with PATH funding:

- Outreach
- Case Management
- Community Mental Health Services
- Habilitation & Rehabilitation Services (relating to training and education to improve the individual's functioning in the community)
- Staff Training
- Screening and Diagnostic Services
- Alcohol or Drug Treatment
- Supportive and Supervisory Services in Residential Settings
- Referrals for Primary Health Services, Job Training, Education Services and Relevant

Housing Services:

- Minor Renovation, Expansion, and Repair of Housing
- Planning of Housing
- Technical Assistance in Applying for Housing Services
- Improving the Coordination of Housing Services
- Security Deposits
- Cost Associated with Matching Eligible Homeless Individuals with Appropriate Housing Situations
- One-Time Rental Payments to Prevent Eviction

Indicate which budget categories are funded with PATH funds: Click on Check Box:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Personnel | <input checked="" type="checkbox"/> Equipment | <input checked="" type="checkbox"/> Travel |
| <input type="checkbox"/> Consultants | <input checked="" type="checkbox"/> Supplies | <input checked="" type="checkbox"/> Other |

**PATH FY 2020-21
PROVIDER INTENDED USE PLAN**

Description of the flow of federal PATH funds in California: PATH funding in California is allocated to the counties from the California State Department of Health Care Services. Each county has a Mental Health Program that provides services to the public in California; the PATH funds are distributed at the county level to either county or contracted providers.

Directions – Provider Intended Use Plan –

The Provider Intended Use Plan will provide specific information on each organization and program funded with PATH Federal and Match funds, and should be answered at the provider’s level.

1. Provider Name (if different from the Legal Name): San Bernardino County Department of Behavioral Health
2. Total Federal PATH Dollars Allocated from Counties: \$507,750
3. Total Match Dollars in Budget: \$169,250
4. Who Provides the Match? San Bernardino County Department of Behavioral Health
5. What funding source is used for Match? Mental Health Services Act
6. Please provide a brief overview of your organization’s history, current existing programs, region served, and services provided.

San Bernardino County Department of Behavioral Health (DBH) HICMOS Program has been the recipient of PATH funds since 1990. The PATH grant funds are utilized for outreach, evaluation and provision of mental health services to individuals who are living with behavioral health conditions, possible substance use disorders, and who are homeless. The target population are homeless individuals discharged from designated psychiatric hospital units, released from county jail, or who have been residing on the streets. The HICMOS Program provides a full array of mental health services, emergency shelter services and integration with primary care providers. Each client has access to a multidisciplinary case management team to assist in treatment planning, development and follow through of the plan. Specific services provided include but are not limited to, initiation of behavioral health services to include assessments, medication evaluation, co-occurring treatment referrals, assistance to obtain entitlements, referrals to employment workshops, transportation, and follow up for ongoing mental health treatment and care. DBH is the lead agency providing behavioral health services to the homeless population of San Bernardino County.

7. The purpose of this section is to provide a description of your organization’s plan to provide coordinated and comprehensive services to eligible PATH Clients. Please provide the following information as it relates to activities for FY 2020-2021.
 - a. The projected number of adult clients to be contacted using PATH funds. 225
 - b. The projected number of adult clients to be enrolled using PATH funds. 100
 - c. The projected percentage of adult clients contacted using PATH funds to be “literally” homeless (i.e., living outdoors or in an emergency shelter rather than at imminent risk of homelessness.) 100%
 - d. Describe how the services to be provided using PATH funds will align with PATH goals to target outreach and case management as priority services, and maximize serving the most

**PATH FY 2020-21
PROVIDER INTENDED USE PLAN**

vulnerable adults who are literally and chronically homeless. *In addition, describe services and community supports to be provided to assure long-term housing for veterans with serious mental illness that are experiencing homelessness.*

The HICMOS Program in conjunction with various county wide outreach efforts such as: 211/ Coordinated Entry System, Sheriff HOPE Team, and the Department of Behavioral Health's (DBH), Homeless Outreach Support Team continue to conduct county-wide street outreach to meet the most vulnerable homeless populations where they are, in parks, under bridges, encampments, and various other locations that might otherwise never be reached by traditional outreach efforts. Additionally, the DBH implemented a field-based mental/physical health treatment model named Innovative Remote Onsite Assistance Delivery (InnROADs) which provides treatment services in the field to those most vulnerable, and less likely to travel to needed services. InnROADs brings together San Bernardino County's Department of Behavioral Health, Sheriff Department, Public Health, and the Department of Aging and Adult Services to provide services to the homeless population throughout the county's rural areas. As these non-traditional, field-based approaches continue to expand in San Bernardino County, we anticipate the continued increase of placements from the field county-wide. PATH funding allows us to provide more in depth services as programs seek out shelter and permanent supportive housing for this most vulnerable population. All veterans will be linked with the local Veteran's Administration, when appropriate. If they are not provided services by the VA, then veterans will be provided the same services that lead to permanent housing and mental wellness.

e. List the evidenced-based practices currently used.

Staff are trained on the Trauma Resiliency Model (TRM), which is an evidenced-based practice designed as both a trauma processing treatment model as well as a self-care model. The skills help develop a sense of personal mastery and self-management over intense physical and emotional states. Case managers are trained to assist individuals learn how to connect to the positive experiences in their lives and, as a result, release some of the pain of their traumatic experiences.

Staff are also trained in the Listen Empathize Agree and Partner (LEAP) model which is a communication/intervention technique. The model educates about anosognosia--- persons who do not understand they have an illness due to their neurological condition and could benefit from treatment and services. The LEAP model teaches how to quickly gain the trust of someone who is resistant to treatment due to their own lack of insight about their mental illness. Service providers stop trying to convince the person with SPMI that they're wrong, or simply misguided. Instead, they listen in a new way that conveys respect for the person's point of view and a complete lack of judgment, resulting in an immediate lowering of tension, anger and defensiveness. As genuine understanding, empathy and respect for his/her point of view is conveyed, a common ground on which a partnership is developed and a subsequent treatment linkage may occur.

Staff are also trained in the SOAR model (SSI/SSDI Outreach, Access and Recovery) to assist all clients in obtaining benefits.

Staff also practice Housing First when assisting eligible clients in obtaining Permanent Supportive Housing.

**PATH FY 2020-21
PROVIDER INTENDED USE PLAN**

- f. Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g. outreach teams, primary health, mental health, substance use disorder, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.

The Department of Behavioral Health (DBH) HICMOS Program works closely with many organizations in the community: (1) DBH psychiatrist for evaluations and medication, (2) Department of Rehabilitation for employment services, (3) Housing Authority of the County of San Bernardino for permanent housing, (4) DBH Transitional Alliance Program for residential detox and substance use disorder services, (5) DBH contracted emergency shelter services, (6) County medical support services, (7) Legal aid support for benefit acquisition, (8) Community and non-profit agencies serving target population, (9) Veterans Administration Hospital, (10) Law Enforcement agencies, (11) Long Term Care Facilities, (12) Department of Adult and Aging Services, (13) Public Health, and (14) the United Way/211 Coordinated Entry System.

- g. Explain the gaps in current service systems that pertain to your PATH client population.

There are many gaps in service related to the needs of a PATH consumer. As noted above, the DBH is working diligently to bridge those gaps through county-wide collaboration and streamlining homeless services throughout the department. For example, PATH staff continue to attend Coordinated Entry System bi-weekly meetings, and DBH is in the process of aligning all department homeless services under one comprehensive system of care within the department. The Department of Behavioral Health identified the need to move beyond outreach and engagement with the homeless population and has recently developed the InnROADs program in order to provide field-based treatment services. This is another program which will help fill the gaps and bring much needed services to the homeless population throughout San Bernardino County.

- h. Provide a description of the current services available to clients who have both a serious mental illness and substance use disorder.

The Department of Behavioral Health (DBH) has a co-occurring (mental health/substance use disorder) residential program that provides recovery services. Residential services are readily available, simultaneously addressing the mental health and substance use disorder needs of the individual. After-care is provided and includes mental health services and housing upon successful completion of the 90 day residential program with continued participation in community self-help groups such as AA and NA.

- i. Indicate the strategies that will be used for making suitable housing available for PATH clients (e.g. indicate the type of housing provided and the name of the agency).

Upon enrollment in the PATH program, housing and permanent housing needs are evaluated and an individualized Housing Plan is developed. Case managers work with community agencies, such as the Homeless Provider Network, Coordinated Entry System, as well as Department of Behavioral Health (DBH) contracted emergency shelters to assist clients in finding suitable housing. The Program works closely with other DBH Homeless Services staff to refer clients to the HUD/DBH Shelter Care Plus housing programs for permanent supportive housing.

- j. Describe how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH-enrolled clients.

**PATH FY 2020-21
PROVIDER INTENDED USE PLAN**

Eligibility is determined by current episode of homelessness and whether or not the individual has a diagnosable mental illness and or co-occurring disorder. The individual must also be able to adequately achieve their activities of daily living with minimal assistance. Other eligibility factors include their ability to access resources; willingness to participate in the program to achieve independence; and readiness to be placed in a shelter.

8. Describe your organization's participation with local HUD Continuum of Care (CoC) recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the Continuum(s) of Care, briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.

The Department of Behavioral Health's, Homeless Services Unit collaborates directly with the Housing Authority of San Bernardino County on the HUD Homeless Assistance Grant through the San Bernardino County CoC to increase permanent housing opportunities for individuals living with a behavioral health condition. This Housing Program disseminates information and is the official conduit between the PATH funded Program and HUD. HICMOS collaborates and submits referrals to the Coordinated Entry System as appropriate. The HICMOS Program also collaborates with permanent housing organizations through the County Office of Homeless Services, as well as attends meetings where discussions of county and community planning on housing issues are discussed. In addition, the HICMOS program staff participate in and coordinate with the Homeless Provider Network, and various Veteran programs focusing on permanent housing for the mentally ill and co-occurring population.

9. Describe your Coordinated Entry/Assessment program and roles of key partners.

The program continues to partner with the Coordinated Entry System (CES) for referrals to Rapid Rehousing and Permanent Supportive Housing opportunities available to consumers through the CoC system. All referrals to the CES are based on VI-SPDAT scores and HMIS data. Program staff also work with various providers outside of the CES in order to find housing opportunities for consumers. DBH staff evaluate an individual's needs based on a holistic battery of assessment questions along with HMIS data to determine which partners are most appropriate to service clients.

10. Describe the organization's participation in the Homeless Management Information System (HMIS) and describe plans for continued training and how providers will support new staff. For any providers not fully participating in HMIS, please describe plans to complete HMIS implementation.

San Bernardino County Office of Homeless Services is the lead agency in monitoring, training and implementing the HMIS program in San Bernardino County's Continuum of Care. Key staff in the HICMOS Program have been trained on the latest version of HMIS, which was implemented as of July 2015, and all cases are currently input into HMIS. As new key staff are identified to access HMIS, they are scheduled to participate in HMIS training. When updates occur to the system and refresher trainings are offered, staff who utilize the system will be trained so that they are updated on any changes and requirements for HMIS.

11. Describe the organization's plan to ensure that PATH staff have completed the SOAR Online Course and which staff plan to assist consumers with SSI/SSDI applications using the SOAR model and tracking the outcomes of those application in the SOAR Online Application Tracking (OAT) system.

If the organization does not use SOAR, describe the system used to improve the accurate and timely completion of mainstream benefit applications (e.g. SSI/SSDI). Describe the efforts used to train staff on this alternative system and what technical assistance or support they receive to ensure quality applications if they do not use the SAMHSA SOAR TA Center.

**PATH FY 2020-21
PROVIDER INTENDED USE PLAN**

All clinical staff are trained or will be trained in the SSI/SSDI Outreach, Access, and Recovery (SOAR) Model to assist homeless individuals apply for and receive their entitlements. The County Office of Homeless Services facilitates an in-person training to assist and guide staff through the online training process. This training is conducted at least quarterly throughout the year. In addition to staff that are SOAR trained assisting with the SSI application process, the program also utilizes contracted legal services to assist in application submissions and appeals.

12. Describe how staff providing services to the PATH population will be sensitive to age, gender, disability, LGBT, and racial/ethnic differences of clients. Describe the extent to which staff will receive periodic training in cultural competence and health disparities.

Cultural Competency training is provided through the DBH Office of Cultural Competency and Ethnic Services. It is the Policy of DBH to ensure staff receives ongoing training as part of the cultural competency plan. This Policy requires staff complete a minimum of 4 hours of training per calendar year. Staff are also allowed to attend many trainings throughout the year to target advanced learning related to the target populations listed above. Cultural competency is part of the Work Performance Evaluation as well.

13. Describe the demographics of the client population.

Clients are homeless and have a mental illness and/or co-occurring illness, have no income and are able and/or willing to engage in treatment services. We specifically target Transitional Age Youth (18-25), Adults and Older Adults, and Justice Involved individuals. All referrals come through DBH programs and contracts. Of those served, 58% White, 31.7% Black, 6.1% Unknown, 2.4% Native American, 1.2% Pacific Islander. 69.5% are non-Hispanic, 28% are Hispanic and 2.5% didn't know.

14. Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organization level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards (see Enclosure "Guidelines for Consumer and Family Participation").

DBH embraces a recovery-based model. Each client develops individualized Housing Plans and Wellness Plans. They are encouraged to include family and significant others in the planning process. All clients are also invited to participate in peer run clubhouses and other DBH committees as they become more stable and active in being well. There is a biannual consumer survey that allows them to voice their opinion in their own care. They are also encouraged to participate in all community stakeholder meetings, e.g., the Community Policy Advisory Committee (CPAC), Patient's Rights committee meetings regarding local room and board coalitions, and the Behavioral Health Commission, which is an advisory group made up of community and consumer representatives who provide input and suggestions towards all DBH services.

15. Describe veteran-specific services your organization will provide. Identify community organizations that provide veteran-specific services with which the PATH program collaborates.

The Program has ongoing contact with community veteran organizations and has specific clinical staff identified to work with veterans providing assessment, treatment, and coordination of behavioral health and substance use treatment and care. Additional services provided include emergency shelter, supportive services in residential settings, referrals to the California Department of Rehabilitation, clothing assistance for daily functioning, job interview training, and referrals to permanent supportive housing. After permanent housing placement, case management services are provided to support their successful maintenance in permanent housing.

**PATH FY 2020-21
PROVIDER INTENDED USE PLAN**

The DBH HICMOS Program works closely with the County's Office of Veterans Affairs, which is the lead County agency for veteran system support programs. Additionally, community organizations that provide key veteran services in our region: Loma Linda Veterans Hospital, the VET Center, County Office of Veterans Affairs, Inland Empire Stand Down organization, and Veterans Affairs Supportive Housing (VASH) which is a housing voucher program which specifically targets the Veteran population. Case managers utilize these organizations to coordinate care and assist veterans who enter the PATH program to facilitate meeting their needs. Coordination involves attending quarterly summit meetings, referring PATH clients to these organizations, assisting them until services from these veteran services can be provided, and arranging for transition to veteran services when available.

16. Provide a detailed budget narrative that provides specifics and calculations used for PATH funds.

The narrative should describe the attached DHCS 1779P – Federal Grant Detailed Program Budget.

- Mental Health Clinic Supervisor I - (.75 FTE) - Directs the service delivery component;
- Clinic Therapist I - (1.0 FTE) - Provides case management, assessments, care plans, service delivery and linkage to other needed services;
- Mental Health Specialist - (2.0 FTE) - Provides case management, linkage and consultation, placement support and outreach and transportation;
- Office Assistant III - (2 FTE) - Provides clerical support for treatment team, DBH and HMIS data entry, and general office and phone coverage.
- Staff Analyst II - (.25 FTE) -compiles statistical data and monitoring of contract and HMIS system;
- On Call/Overtime – for clinical staff after hour calls to shelters and client placement
- Fringe Benefits - Determined by using average cost by classification.
- General Office Expense – Basic office supplies such as but not limited to: desk supplies, and paper and toner for copier, upgrade of reception area & communication systems to meet client & staff safety needs
- Travel-Cost to attend trainings and mileages claimed for the use of individual vehicle for the purpose of transporting clients.
- Vehicle Charges-maintenance and upkeep of program assigned vehicles.
- Rent – Monthly rental fees for office space.
- Utilities – Monthly costs associated with building which may include but not limited to use to: electricity, water, waste management.
- Cell Phones – For case managers utilization as they are provide services to clients in the field.
- Professional & Specialized Services – Security guard.
- Court Appointed Attorney Fees - To cover legal cost assisting consumers obtain SSI benefits.
- Bus passes – Bus Passes are given to address transportation needs to enable to get to medical, psychiatric appointments throughout the county.
- Other Support & Care (Housing costs - Board & Care, initial deposits) – To cover cost for outreach supplies (water, snacks items given to consumers in the field), toiletries, pet supplies, housing costs.
- Conference/Training/Seminar Fees – Training provided to staff, i.e. outreach techniques, evidence based practices.
- Office - Outside Services (Shredding) - Office shredding.

FEDERAL GRANT DETAILED PROGRAM BUDGET

STATE FISCAL YEAR: 2020-21

TYPE OF GRANT: PATH

COUNTY: San Bernardino

SUBMISSION DATE: _____

FISCAL CONTACT: Victor Quezada

PROGRAM CONTACT: René Keres, PsyD

TELEPHONE NUMBER: (909) 388-0834

TELEPHONE NUMBER (909) 388-8259

EMAIL ADDRESS: victor.quezada@dbh.sbcounty.gov

E-MAIL ADDRESS: rene.keres@dbh.sbcounty.gov

PROGRAM NAME: PATH (Project for Assistance in Transition for Homelessness)

STAFFING			1	2	3
TITLE OF POSITION	ANNUAL SALARY	GRANT FTE	FEDERAL PATH AMOUNT	NONFEDERAL MATCH AMOUNT	TOTAL
1 Mental Health Clinic Supervisor	\$ 92,040	0.75	\$ 51,773	\$ 17,258	\$ 69,030
2 Clinical Therapist I	\$ 60,732	1	\$ 45,549	\$ 15,183	\$ 60,732
3 Mental Health Specialist	\$ 46,400	1	\$ 34,800	\$ 11,600	\$ 46,400
4 Mental Health Specialist	\$ 46,400	1	\$ 34,800	\$ 11,600	\$ 46,400
5 Office Assistant III	\$ 38,125	1	\$ 28,594	\$ 9,531	\$ 38,125
6 Office Assistant III	\$ 38,125	1	\$ 28,594	\$ 9,531	\$ 38,125
7 Staff Analyst II	\$ 70,864	0.25	\$ 13,287	\$ 4,429	\$ 17,716
8 On Call/Overtime			\$ 14,828	\$ 4,943	\$ 19,770
9 Fringe Benefits			\$ 125,582	\$ 41,861	\$ 167,442
10					\$ -
11					\$ -
12 TOTAL STAFF EXPENSES (sum lines 1 thru 11)	\$ 392,686	6.00	\$ 377,806	\$ 125,935	\$ 503,740
13 Consultant Costs (Itemize):					\$ -
14					\$ -
15					\$ -
16					\$ -
17 Equipment (Where feasible lease or rent) (Itemize):					\$ -
18					\$ -
19					\$ -
20					\$ -
21					\$ -
22 Supplies (Itemize):					\$ -
23 General Office Expense			\$ 11,260	\$ 3,753	\$ 15,013
24					\$ -
25					\$ -
26					\$ -
27					\$ -
28 Travel -Per diem, Mileage, & Vehicle Rental/Lease			\$ 9,000	\$ 3,000	\$ 12,000
29 Vehicle Charges (ISF) County Daily Rental			\$ 6,664	\$ 2,221	\$ 8,885
30 Other Expenses (Itemize):					\$ -
31 Rent			\$ 5,410	\$ 1,805	\$ 7,214
32 Utilities			\$ 3,375	\$ 1,125	\$ 4,500
33 Cell Phones			\$ 6,202	\$ 2,067	\$ 8,270
34 Professional & Specialized Services			\$ 13,388	\$ 4,463	\$ 17,851
35 Court Appointed Attorney Fees			\$ 5,250	\$ 1,750	\$ 7,000
36 Bus Passes			\$ 5,257	\$ 1,752	\$ 7,010
37 Other Support & Care (Housing Costs - Board and Care, initial deposits)			\$ 57,763	\$ 19,254	\$ 77,017
38 Conference/Training/Seminar Fees			\$ 6,000	\$ 2,000	\$ 8,000
39 Office - Outside Services (Shredding)			\$ 375	\$ 125	\$ 500
40 COUNTY ADMINISTRATIVE COSTS (10% PATH)					\$ -
41 NET PROGRAM EXPENSES (sum lines 12 thru 37)			\$ 507,750	\$ 169,250	\$ 677,000
42 OTHER FUNDING SOURCES: Federal Funds					
43 Non-Federal Funds					
44 TOTAL OTHER FUNDING SOURCES (sum lines 39 & 40)			\$ -	\$ -	\$ -
45 GROSS COST OF PROGRAM (sum lines 38 and 41)			\$ 507,750	\$ 169,250	\$ 677,000

DHCS APPROVAL BY:
TELEPHONE:
DATE: