

MHSA Administrative Budget
FY 05/06, 06/07 & 07/08

EXHIBIT 5c – Admin. Budget Year 1

Mental Health Services Act Community Services and Supports Staffing Detail Worksheet

County: Orange

Fiscal Year: 2005-2006

Date: 11/11/05

	Client, FM & CG FTEs	Total FTEs	Budgeted Expenditures
A. Expenditures			
1. Personnel Expenditures			
a. MHSA Coordinator		0.25	\$16,630
b. MHSA Support Staff			
i. Administrative Manager I – Assistant Coordinator		0.25	\$16,630
ii. Information Processing Technician (IPT)		0.25	\$9,342
iii. Staff Specialist		0.25	\$10,737
iv. Community Health Assistant II	0.75	0.25	\$23,478
v. HCA Program Supervisor		0.25	\$14,404
c. Other Personnel (list below)			
i. Administrative Manager I – Fiscal & Administrative Support		0.25	\$16,630
ii. Administrative Manager I – Contract Development/Management		0.50	\$33,260
iii. Systems Programmer Analyst I		0.25	\$17,536
iv. Accounting Technician		0.13	\$5,559
v. Mental Health Worker III		0.25	\$13,865
vi. Program Evaluation Specialist		1.00	\$43,829
vii.			
d. Total FTEs/Salaries	0.75	4.38	\$221,900
e. Employee Benefits			<u>\$64,351</u>
f. Total Personnel Expenditures			\$286,251
2. Operating Expenditures			
a. Professional Services			\$0
b. Travel and Transportation			\$4,718
c. General Office Expenditures			\$1,838
d. Rent, Utilities and Equipment			\$24,997
e. Other Operating Expenditures (provide desc. in budget narrative)			\$0
f. Total Operating Expenditures			\$31,552
3. County Allocated Administration			
a. Countywide Administration (A-87)			\$638,529
b. Other Administration			
c. Total County Administration			\$638,529
4. Total Proposed County Administration			
			\$956,333
B. Expenditures			
1. New Revenue			
a. Medi-Cal (FFP only)			
b. Other Revenue			
2. Total Revenue			\$0
C. Start-UP and One-Time Implementation Expenditures			
D. Total County Administration Funding Requirements			
			\$956,333

COUNTY CERTIFICATION

I HEREBY CERTIFY under penalty of perjury that I am the official responsible for the administration of Community Mental Health Services in and for said County; that I have not violated any of the provisions of Section 5891 of the Welfare and Institution Code in that all identified funding requirements (in all related program budgets and this administration budget) represent costs related to the expansion of mental health services since passage of the MHSA and do not represent supplanting of expenditures; that fiscal year 2004-05 funds required to be incurred on mental health services will be used in providing such services; and that to the best of my knowledge and belief this administration budget and all related program budgets in all respects are true, correct, and in accordance with the law.

Date: 12/15/05

Signature 

Executed at Santa Ana, California

Administration Budget, Fiscal Year 2005-06

A) Expenditures

1. Personnel Expenditures

Salaries and employee benefits were estimated, using anticipated staffing levels, based on the FY 2005-06 average salary and benefits for comparable County classifications and functions with a 3.4% Cost of Living Adjustment (COLA) applied. The program is expected to be in operation for one quarter of the current fiscal year, so the budget assumes costs for only 3 months.

2. Operating Expenditures

Services and supplies expenses, excluding the salary and benefit costs, are based on the actual average cost for services and supplies per Behavioral Health Services FTE for fiscal year 2004-05 with a 3.4% COLA applied.

3. County Allocated Administration

The Allocated Administration costs included in the budget are based on the approved FY 2005-06 A87 Indirect Cost Application Schedule. In Behavioral Health Services, the rate is 9.82% of the direct service costs for contract operated programs. As it is anticipated that community partners will provide the majority of services, this is the rate applied to all programs. This excludes the Adult Crisis Assessment Team, Psychiatric Emergency Response Team and Senior Access and Resource Team as these are currently anticipated to be County operated.

4. Total Proposed County Administration Budget

B) Revenues

1. New Revenues

This is a new program, so there are no existing revenues.

2. Total Revenues

Although it is assumed that some of the direct service programs will generate Medi-Cal Federal Financial Participation (FFP), no revenue was anticipated in the Administration budget. Should there be any revenues generated, the funds will be used to augment the MHSA consulting services included in this budget.

C) Start-up and One-Time Implementation Expenditures

No one-time CSS funding requests are included in the FY 2006-07 or FY 2007-08 budgets

D) Total County Administration Funding Requirements

EXHIBIT 5c – Admin. Budget Year 2

Mental Health Services Act Community Services and Supports Staffing Detail Worksheet

County: Orange

Fiscal Year: 2006-2007

Date: 11/11/05

	Client, FM & CG FTEs	Total FTEs	Budgeted Expenditures
A. Expenditures			
1. Personnel Expenditures			
a. MHSA Coordinator		1.00	\$66,520
b. MHSA Support Staff			
i. Administrative Manager I – Assistant Coordinator		1.00	\$66,520
ii. Information Processing Technician (IPT)		1.00	\$37,367
iii. Staff Specialist		1.00	\$42,949
iv. Community Health Assistant II	3.00	3.00	\$93,912
v. HCA Program Supervisor		1.00	\$57,616
c. Other Personnel (list below)			
i. Administrative Manager I – Fiscal & Administrative Support		1.00	\$66,520
ii. Administrative Manager I – Contract Development/Management		2.00	\$133,040
iii. Systems Programmer Analyst I		1.00	\$70,145
iv. Accounting Technician		0.50	\$22,237
v. Mental Health Worker III		1.00	\$55,458
vi. Program Evaluation Specialist		4.00	\$175,316
vii.			
d. Total FTEs/Salaries	3.00	17.50	\$887,600
e. Employee Benefits			<u>\$257,404</u>
f. Total Personnel Expenditures			\$1,145,004
2. Operating Expenditures			
a. Professional Services			\$0
b. Travel and Transportation			\$18,873
c. General Office Expenditures			\$7,350
d. Rent, Utilities and Equipment			\$99,986
e. Other Operating Expenditures (provide desc. in budget narrative)			<u>\$0</u>
f. Total Operating Expenditures			\$126,209
3. County Allocated Administration			
a. Countywide Administration (A-87)			\$2,554,117
b. Other Administration			
c. Total County Administration			\$2,554,117
4. Total Proposed County Administration			
			\$3,825,330
B. Expenditures			
1. New Revenue			
a. Medi-Cal (FFP only)			
b. Other Revenue			
2. Total Revenue			\$0
C. Start-UP and One-Time Implementation Expenditures			
D. Total County Administration Funding Requirements			
			\$3,825,330

COUNTY CERTIFICATION

I HEREBY CERTIFY under penalty of perjury that I am the official responsible for the administration of Community Mental Health Services in and for said County; that I have not violated any of the provisions of Section 5891 of the Welfare and Institution Code in that all identified funding requirements (in all related program budgets and this administration budget) represent costs related to the expansion of mental health services since passage of the MHSA and do not represent supplanting of expenditures; that fiscal year 2004-05 funds required to be incurred on mental health services will be used in providing such services; and that to the best of my knowledge and belief this administration budget and all related program budgets in all respects are true, correct, and in accordance with the law.

Date: 12/15/05

Signature 

Executed at Santa Ana, California

Administration Budget, Fiscal Year 2006-07

A) Expenditures

1. Personnel Expenditures

Salaries and employee benefits were estimated, using anticipated staffing levels, based on the FY 2005-06 average salary and benefits for comparable County classifications and functions with a 3.4% Cost of Living Adjustment (COLA) applied.

2. Operating Expenditures

Services and supplies expenses, excluding the salary and benefit costs, are based on the actual average cost for services and supplies COLA applied per Behavioral Health Services FTE for fiscal year 2004-05 with a 3.4% COLA applied.

3. County Allocated Administration

The Allocated Administration costs included in the budget are based on the approved FY 2005-06 A87 Indirect Cost Application Schedule. In Behavioral Health Services, the rate is 9.82% of the direct service costs for contract operated programs. As it is anticipated that community partners will provide the majority of services, this is the rate applied to all programs. This excludes the Adult Crisis Assessment Team, Psychiatric Emergency Response Team and Senior Access and Resource Team as these are currently anticipated to be County operated.

4. Total Proposed County Administration Budget

B) Revenues

1. New Revenues

This is a new program, so there are no existing revenues.

2. Total Revenues

Although it is assumed that some of the direct service programs will generate Medi-Cal Federal Financial Participation (FFP), no revenue was anticipated in the Administration budget. Should there be any revenues generated, the funds will be used to augment the MHSA consulting services included in this budget.

C) Start-up and One-Time Implementation Expenditures

No one-time CSS funding requests are included in the FY 2006-07 or FY 2007-08 budgets.

D) Total County Administration Funding Requirements

EXHIBIT 5c – Admin. Budget Year 3

Mental Health Services Act Community Services and Supports Staffing Detail Worksheet

County: Orange

Fiscal Year: 2007-2008

Date: 11/11/05

	Client, FM & CG FTEs	Total FTEs	Budgeted Expenditures
A. Expenditures			
1. Personnel Expenditures			
a. MHSA Coordinator		1.00	\$66,520
b. MHSA Support Staff			
i. Administrative Manager I – Assistant Coordinator		1.00	\$66,520
ii. Information Processing Technician (IPT)		1.00	\$37,367
iii. Staff Specialist		1.00	\$42,949
iv. Community Health Assistant II	3.00	3.00	\$93,912
v. HCA Program Supervisor		1.00	\$57,616
c. Other Personnel (list below)			
i. Administrative Manager I – Fiscal & Administrative Support		1.00	\$66,520
ii. Administrative Manager I – Contract Development/Management		2.00	\$133,040
iii. Systems Programmer Analyst I		1.00	\$70,145
iv. Accounting Technician		0.50	\$22,237
v. Mental Health Worker III		1.00	\$55,458
vi. Program Evaluation Specialist		4.00	\$175,316
vii.			
d. Total FTEs/Salaries	3.00	17.50	\$887,600
e. Employee Benefits			\$257,404
f. Total Personnel Expenditures			\$1,145,004
2. Operating Expenditures			
a. Professional Services			\$0
b. Travel and Transportation			\$18,873
c. General Office Expenditures			\$7,350
d. Rent, Utilities and Equipment			\$99,986
e. Other Operating Expenditures (provide desc. in budget narrative)			\$0
f. Total Operating Expenditures			\$126,209
3. County Allocated Administration			
a. Countywide Administration (A-87)			\$2,554,117
b. Other Administration			
c. Total County Administration			\$2,554,117
4. Total Proposed County Administration			
			\$3,825,330
B. Expenditures			
1. New Revenue			
a. Medi-Cal (FFP only)			
b. Other Revenue			
2. Total Revenue			\$0
C. Start-UP and One-Time Implementation Expenditures			
D. Total County Administration Funding Requirements			
			\$3,825,330

COUNTY CERTIFICATION

I HEREBY CERTIFY under penalty of perjury that I am the official responsible for the administration of Community Mental Health Services in and for said County; that I have not violated any of the provisions of Section 5891 of the Welfare and Institution Code in that all identified funding requirements (in all related program budgets and this administration budget) represent costs related to the expansion of mental health services since passage of the MHSA and do not represent supplanting of expenditures; that fiscal year 2004-05 funds required to be incurred on mental health services will be used in providing such services; and that to the best of my knowledge and belief this administration budget and all related program budgets in all respects are true, correct, and in accordance with the law.

Date: 12/15/05

Signature 

Executed at Santa Ana, California

Administration Budget, Fiscal Year 2007-08

A) Expenditures

1. Personnel Expenditures

Salaries and employee benefits were estimated, using anticipated staffing levels, based on the FY 2005-06 average salary and benefits for comparable County classifications and functions with a 3.4% Cost of Living Adjustment (COLA) applied.

2. Operating Expenditures

Services and supplies expenses, excluding the salary and benefit costs, are based on the actual average cost for services and supplies per Behavioral Health Services FTE for fiscal year 2004-05 with a 3.4% COLA applied.

3. County Allocated Administration

The Allocated Administration costs included in the budget are based on the approved FY 2005-06 A87 Indirect Cost Application Schedule. In Behavioral Health Services, the rate is 9.82% of the direct service costs for contract operated programs. As it is anticipated that community partners will provide the majority of services, this is the rate applied to all programs. This excludes the Adult Crisis Assessment Team, Psychiatric Emergency Response Team and Senior Access and Resource Team as these are currently anticipated to be County operated.

4. Total Proposed County Administration Budget

B) Revenues

1. New Revenues

This is a new program, so there are no existing revenues.

2. Total Revenues

Although it is assumed that some of the direct service programs will generate Medi-Cal Federal Financial Participation (FFP), no revenue was anticipated in the Administration budget. Should there be any revenues generated, the funds will be used to augment the MHSA consulting services included in this budget.

C) Start-up and One-Time Implementation Expenditures

No one-time CSS funding requests are included in the FY 2006-07 or FY 2007-08 budgets.

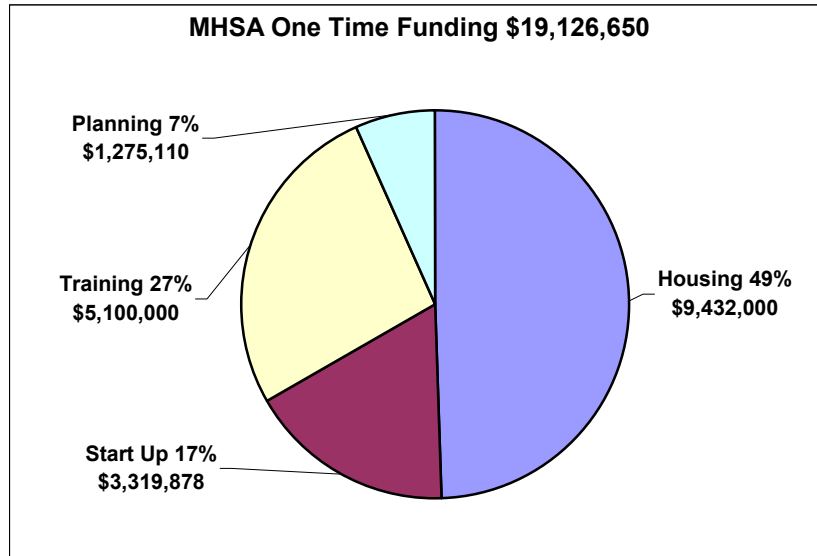
D) Total County Administration Funding Requirements

One Time Funding Summary

Fiscal Year 05/06

MHSA One Time Funding Request Summary

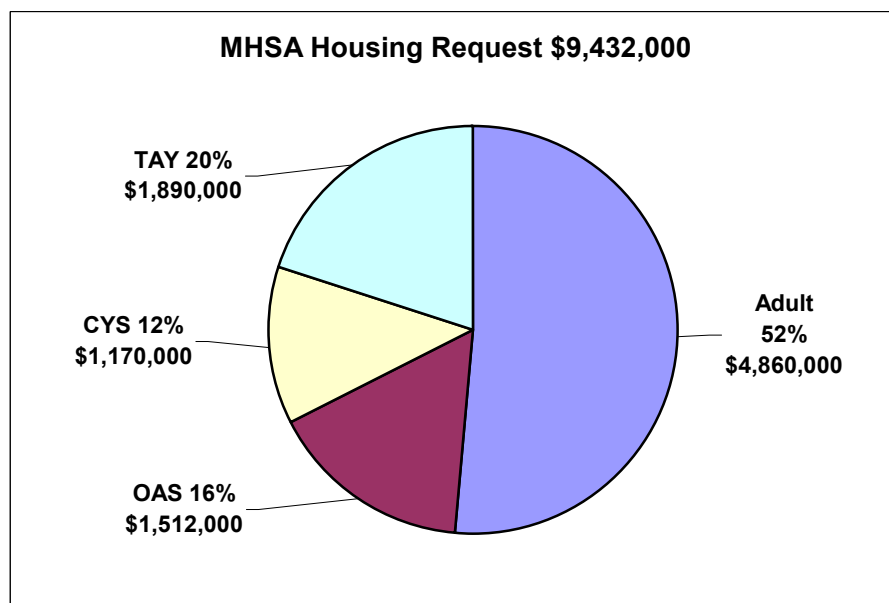
One-time funding for fiscal year 2005-06 is available to support services funded by the MHSA. An array of housing solutions, start up costs, training and additional planning activities are included in the request for the one-time funding.



Housing

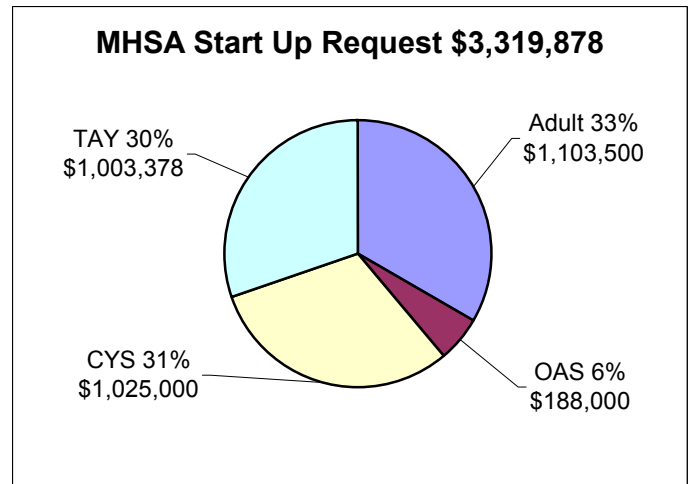
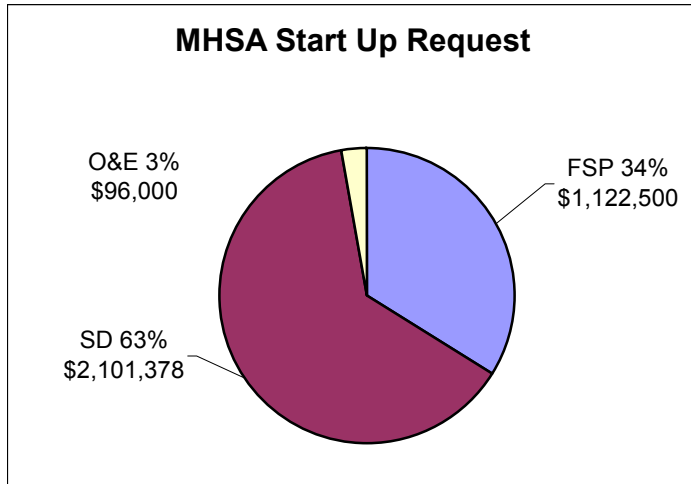
Funding is requested to purchase hotel vouchers, pay rent subsidies, security deposits and other housing solutions for clients enrolled in the Full Service Partnership Program.

The data source for the funding request is the average monthly rental for a 1-2 bedroom apartment within the County of Orange, according to advertised rentals in the Orange County Register, which as of October 2005 is \$1,500 per month.



Start Up Costs

Estimated start up costs for the purchase of office furniture, computers, printers, telephones, cellular telephones, and other one-time costs have been included in the budget and are based on the average actual one-time costs per FTE in FY 2004-05.



Training

Training estimates were based on the variety of training to be provided and the amount of individuals likely to participate. Estimated clients served reflects the participation of County and Contract provider staff, community members and community partners in many specialized and crossover training programs. Total expenditures for a planned amount of 6700 participants will total the requested \$5,100,000 in one-time training funding.

Additional Planning Activities

5% of the fiscal year 2005-06 MHSA allocation, \$1,275,110, is available to support additional MHSA planning activities. These funds will be requested outside of this plan. The types of activities for which funding will be requested include consultant services to assist with the development of Requests for Proposals (RFPs) for the new MHSA programs; Client/Family member stipends to support continued involvement in the planning and implementation processes; and travel and related expenses for staff and consumers/family members to participate in statewide MHSA meetings and trainings.