

RCCMHC Non-Billable Services Bank

Contact wendy@rccmhc.org for more information

Updated 12-2020

The RCCMHC Governing Board determines a budget for the Non-Billable Services Bank based on available resources. Partners and Members* may be granted up to \$10,000 as long as funds are available. Awards are made on a first-come, first-served basis. RCCMHC may deny the request, offer to partially fund a request, or ask for additional information in order to make an informed decision. Awards must supplement- not supplant- available funding. In other words, the RCCMHC award cannot be used to pay for services or supports that would otherwise be paid with insurance, federal, state, local or other funds.

***COVID-19 EXCEPTION: any agency may apply. The agency must meet membership criteria but does not have to establish formal membership by contributing funds or in-kind services to RCCMHC.**

Ramsey County Children’s Mental Health Collaborative (RCCMHC) works across systems to meet the complex needs of youth with mental health disorders and their families. Our collective vision is that *Ramsey County youth will have the strengths, skills, relationships, supports, and opportunities that they need to experience mental health and wellbeing*. Our work is rooted in the following core values and standards: Accessible, Consumer-Directed, Culturally Affirming and Responsive; Linguistically Appropriate, Data-Driven, Individualized, Strengths-Based, Trauma-Informed, and Wellbeing- Focused. Our Priority Goals are: 1) A Responsive Children’s Mental Health Delivery System, 2) Health Equity, and 3) Youth and Whole-Family Wellbeing.

RCCMHC’s Governing Board sets an annual budget to support the following strategies:

1. Partnerships, Policy and Collaboration
2. Youth, Family & Community Engagement
3. Capacity Building and Professional Training
4. Cross-System Services and Supports
5. Community Defined/Driven and Data-Informed Decision Making
6. Resource Sharing & Development

Description

RCCMHC will award up to \$10,000 to support youth with or at risk for Emotional Disturbance (ED) or Serious Emotional Disturbance (SED.)

NEW Criteria

- Up to \$10,000 per agency or school district 12-10-2020 to 12-31-2021
- Award must be used by December 31, 2021
- Services must begin within 2 months after approval

NEW Population of Focus: Youth with or at risk for ED or SED

1. Who are at risk for a mental health crisis or need crisis stabilization
2. OR, who are unsheltered/homeless, unaccompanied minors

Examples of Needed Services (this is not a complete list; agencies may propose other services)

- Youth and family engagement

- Intensive support/screening/resource navigation
- Crisis intervention (for non-acute situations)

Eligibility and Requirements

- Services and supports must align with RCCMHC’s vision/values/goals.
- Agency must be an RCCMHC member or partner. (waived during COVID; see above.)
- Award must be used by December 31, 2021
- Services must begin within 2 months after approval
- Services should apply best practices, be reasonably priced, appropriate for proposed youth or families, and logically relate to objectives with quantifiable performance indicators.
- Funds must be used to support youth and families. Funds may NOT be used for training staff.
- Award dollars cannot be utilized for travel or lodging.

APPLICATION PROCESS

Applications are accepted, and grants are awarded throughout the year- as long as funds are available. Online applications for the Non-Billable Services Bank can be found on our website, www.rccmhc.org/bank.

Applications should be submitted 6 weeks prior to the service provision to confirm funding is available.

RCCMHC may deny the request, offer to partially fund a request, or ask for additional information in order to make an informed decision. Award decisions are expected within 4 weeks of submitting a complete application. Applicants will be notified of the decision via email to the contact provided. If an application is not approved, review findings will be provided in writing and eligible applicants may resubmit a revised application at any time.

REVIEW PROCESS

- RCCMHC staff will screen out any application that does not meet stated guidelines – the Executive Committee and/or Finance Committee will be consulted with any concerns.
- RCCMHC staff will notify the applicant via email of the final decision, and of the requirement to complete Progress Reports (over \$2,000) and the final Impact and Outcomes Report.
- Staff and RCCMHC accountants will provide regular funding updates to the Finance Committee and Governing Board.

AWARD REQUIREMENTS

Awards must supplement- NOT supplant- available funding. In other words, the RCCMHC award cannot be used for services or supports that would otherwise be paid with insurance, federal, state, local or other funds. (continued on page 3)

Grantees with awards \$2,000 or less

- Grantees with awards \$2,000 or less may choose to submit an Expenditure Report monthly or wait to submit their Expenditure Report upon completion of services. All Expenditure Reports must include an accounting system report to verify the amount of expenses.
- Grantees with awards \$2,000 or less must submit the online Impact and Outcomes questionnaire within 30 days of completion of services or supports.
- Payment may take up to 30 days after the Impact and Outcomes questionnaire is completed.

Grantees with awards over \$2,000

- Grantees with awards over \$2,000 must submit a monthly Expenditure Report. All Expenditure Reports must include an accounting system report to verify the amount of expenses.
- Grantees with awards over \$2,000 must submit quarterly progress reports. Payments may be withheld if progress reports are not submitted.
- Grantees with awards over \$2,000 must submit the online Impact and Outcomes questionnaire within 30 days of completion of services or supports.