



**Butte County
Department of Behavioral Health
Mental Health Services Act (MHSA)**

***Prevention and Early Intervention (PEI)
Statewide Training, Technical
Assistance and Capacity Building
Projects Request***

**May 6, 2009
Final**

PEI Statewide Training, Technical Assistance And Capacity Building Project

**Reference: Implementation of the MHSA, Welfare and Institutions Code (WIC)
Section 5848**

Background and Planning Estimates

In 2007, the Mental Health Services Oversight and Accountability Commission (MHSOAC) approved five PEI Statewide Projects including the Training, Technical Assistance and Capacity Building Project. These Statewide Projects were also identified in the PEI proposed guidelines. At its July 2008 meeting, the MHSOAC determined that the PEI Statewide Training, Technical Assistance and Capacity Building Project would be implemented through the counties. The MHSOAC approved the funding level of \$6 million each year for four years for this Statewide PEI Project. Butte County's Planning Estimate is \$32,700 for four years for a grand total of \$130,800. At this time counties may request funds for fiscal year 2008- 2009 and fiscal year 2009 – 2010.

California Department of Mental Health Information Notice 08-37 outlines the guidelines for using this funding and the procedure for counties to request this funding.

The primary goal of the Statewide Training, Technical Assistance and Capacity Building Project is to improve the capacity of local partners outside the mental health system as well as County staff and partners who work on the development, implementation and evaluation of prevention and early intervention work plans and programs that will be funded through the PEI component of the County's Plan.

Counties may utilize training, technical assistance and capacity building methods that have demonstrated the capacity to increase skills and promote positive outcomes consistent with the MHSA and the PEI guidelines. All funded activities must comply with the requirements of the Americans with Disabilities Act (ADA). Projects must be in the areas of Training, Technical Assistance, or Capacity building.

Butte County's Request

The two Training, Technical Assistance and Capacity Building projects Butte County is requesting are:

1. The development of a Family Resource Center Network.
2. Community development in the African American Community in Oroville to ensure successful implementation of the center.

Both components seek to leverage funds from other capacity building agencies to increase both the collaboration and impact of the training, technical assistance and capacity building services requested.

The MHSA PEI Community Workgroup identified the need for well developed FRC's within Butte County that have the capacity to provide a variety of PEI, behavioral health, and other social services. The FRC's were identified as a key component in increasing the overall wellness of communities within Butte County. FRC's would provide an easily accessible location for unserved and underserved populations to receive services in a safe, familiar, non-stigmatizing facility.

The community development process in Southside Oroville is intended to provide an opportunity for community members to unite and ensure successful implementation of the African American Community Center. The purpose of the process will be to build the capacity and identify community members who will participate in all implementation stages of this project.

The attached written plan (Enclosure 2) is the avenue for requesting the funds to pay for Training, Technical Assistance, and Capacity Building activities.

Training, Technical Assistance and Capacity Building Funds Request Form (Prevention and Early Intervention Statewide Project)	
Date: March 23, 2009	County Name: Butte
Amount Requested for FY 2008/09: \$32,700	Amount Requested for FY 2009/10: \$32,700

Briefly describe your plan for using the Training, Technical Assistance and Capacity Building funding and indicate (if known) potential partner(s) or contractor(s).

Butte County Department of Behavioral Health Review and Recommendation Process Training, Technical Assistance and Capacity Building Funds Request Form (Prevention and Early Intervention Statewide Project)		
The Training, Technical Assistance and Capacity Building Proposal went through the review and recommendation process detailed below. Comments regarding the proposal were positive in nature, it was recommended that the proposal be sent to DMH for approval as written.		
Action	Date	
Posted to the BCDBH Website for 30 Day Public Review and Comment	April 1, 2009	
Reviewed by the Butte County Behavioral Health Board Mental Health Services Advisory Board	April 9, 2009	19 members
Butte County Department of Behavioral Health Leadership Team	3/5/09 & 5/5/09	8 members
PEI Draft Plan & T, TA, and CB Request sent to members of the MHSA PEI Community Workgroup	April 1, 2009	34 members
Notification sent to community members on BCDBH MHSA mailing list (734 addresses)	April 1, 2009	734 emails sent
Notice of Public Hearing Published in Local Newspapers	<ul style="list-style-type: none"> • 4/28/09 & 5/1/09 – Chico ER, Oroville Mercury Register • 4/28/09 – Paradise Post • 4/29/09 – Gridley Herald • 4/22/09 – PSA sent to six local radio stations 	
Public Hearing called by Butte County Behavioral Health Board	May 1, 2006	25 participants
Butte County Administrative Office	4/2/09 – 5/4/09	Staff as assigned by CAO

The Plan for using the Training, Technical Assistance and Capacity Building funding has two main components.

- 1. The development of a Family Resource Center Network.**
- 2. Community development in the African American Community in Oroville to ensure successful implementation of the center.**

Proposal for the Development of the Butte County Family Resource Center Network

During the PEI process, the concept of Family Resource Centers (FRCs) was identified by members of the community workgroup as the overwhelming best model for the delivery of community-based mental health services. Currently, there is one established FRC in Butte County, with several others in the emerging or recently established stages of development. This proposal addresses the need to provide expert training and technical assistance services to create a sustainable county network of FRCs. The goal of the network will be to provide a structure within that FRCs can offer support to each other and create a presence in Butte County where a variety of human services, including mental health services, can be provided in a non-stigmatizing community centered facility.

In keeping with the five fundamental concepts of MHSA, the network would embrace a variety of FRCs that outreach to specific unserved/underserved populations, including African American and Asian communities, as well as those that serve isolated residents within the Upper Ridge, Gridley, and Oroville. It is understood that special attention will be placed on providing services to unserved and underserved populations in all of the FRCs.

All training and technical assistance services provided to the network itself, as well as to each individual FRC, will have embedded within them the five fundamental concepts of MHSA.

The goals of the training and technical assistance services will be to organize a network of FRCs. This will enable FRCs to:

1. Provide mutual support to one other.
2. Establish a community presence in Butte County.
3. Develop the infrastructure to administer MHSA funded programs and services.
4. Become a competitive network in applying for and obtaining diversified funding streams, including fund raising, foundation and government grants, etc.

PROPOSED SCOPE OF WORK:

A consultant will work with and guide the emerging and established FRCs to 1.) create a Butte County FRC Network and 2.) increase the sustainability of both the individual FRCs and the network itself.

1. **The consultant shall guide the development of the Butte County Family Resource Center Network.** Network members shall work with the consultant to make informed decisions about the Network's organizational structure and staffing, the specific responsibilities of the Network vs. its individual members, the Network's operating agreements and its step-by-step plan for development. Specifically, the consultant will provide guidance to the Network members regarding the following:
 - Organizational Structure & Staffing
 - The pros and cons of becoming a 501(c) (3), a collaborative with a fiscal agent, and other such options
 - The most effective governance approaches (Board of Directors, MOAs, Consensus vote?)
 - The essential start-up staff and their job descriptions, including *the job description of the Network coordinator*
 - Network Responsibilities
 - The most effective roles and tasks of the Network will be identified. This method of identifying these roles will be performance of a cost/benefit analysis comparing which roles and tasks the network should perform versus roles and tasks that would be best performed by the individual member family resource centers. For example, should the Network take responsibility for grant applications? Should the Network cover auditor costs, health, and liability insurance for the entire membership? Training? Class facilitators for parent education? Public Relations?
 - Operating Agreements
 - The most feasible and equitable way to divide funds
 - The essential topics to cover in an MOA for Network members
 - Requirements for Network Membership, minimal and optimal standards, and quality control methods
 - Protocols for admitting new members and for terminating membership
 - Development Plan
 - The goals and steps for the first two years of the Network's development, including:
 1. How to effectively work together to apply for and obtain funding for programs and services, both foundation and government funding
 2. How to ensure the FRCs are seen as viable and desirable location to provide a variety of services across the lifespan
 3. How to ensure special attention is paid to those FRCs that serve unserved and underserved populations

4. How to ensure that all services are designed and implemented with the 5 fundamental philosophies of MHPA embedded and continuously evaluated
 - The general goals and the steps for years three through five.
2. **The consultant shall provide individualized technical assistance that will focus on capacity building and long term sustainability for each FRC.**
Topics to be addressed may include:
 - The development of a compelling vision and clear goals
 - Diversified human and financial resources
 - Results-based program performance
 - Effective and supportive infrastructure
 - The development of allies and champions who further the cause of the FRC
 - The ability to successfully adapt to changed internal and external influences

GOALS FOR TWO-YEAR PROJECT:

The end of the two-year project will have achieved the following:

1. The development of a Butte County FRC Network
2. A development plan for the Network that addresses the maintenance and sustainability of the Network
3. A sustainability plan for each of the individual FRCs within the Network

PROPOSED SERVICE PROVIDER

Butte County Department of Behavioral Health has been in contact with the Strategies Program, which provides statewide training and technical assistance to family support programs and specializes in family resource centers. Strategies has piloted many outstanding programs to increase capacity and sustainability of small FRC's. Strategies' work has enable many small community based grassroots groups attain the capacity to provide a wide array of services in community based, warm and friendly, non-stigmatizing setting. The FRC's they serve provide services to the traditionally unserved or underserved populations.

Using Strategies will leverage an increased amount of funding for this project. The T & TA funding will provide \$20,000 per year for two years to the project and the Strategies program will provide.

Funding will be used to provide Strategies staff time to provide individual and group consultation to the FRC's involved in forming the FRC Network and to provide materials, supplies, training resources, and when other costs identified with goals identified by the FRC Network Group.

COMMUNITY DEVELOPMENT SERVICES FOR SOUTHSIDE OROVILLE AFRICAN AMERICAN COMMUNITY

During the PEI Community Planning Process, the desire to develop an African American Community Center in Southside Oroville was identified as one of the PEI projects. There is a great desire for this Center to come into existence and many ideas for what services the Center could provide. In order to ensure successful development of this center the first step in implementation will be an intensive community development process with the goal of uniting the Oroville African American Community to implement, participate, and advise all aspects of this project. The goal of the first stage of the community development process will be to have an identified advisory board and a completed implementation plan.

Butte County Department of Behavioral Health will include members of the African American Community in identifying the entity which will provide the community development process. A Foundation that has been working to provide services in Southside Oroville, along with the African American Community, have identified this community development process as a need. BCDBH has begun and will continue to collaborate with this Foundation to leverage resources to provide the best community planning process possible. The group identified that community development services would need to have expertise in the following:

- Capacity building for social change in communities of color and other marginalized communities using culturally-based approaches
- Technical assistance support and training services, which are cross-cultural & bridge building
- Develops effective solutions that are community driven and culturally based
- Has proven ability to work with grassroots organizations
- Encourages collaboration between groups by identifying common interests and goals
- Enhances local ability to implement sustainable change

The approach of the community development process must contain the following elements:

- Community Engagement - supports indigenous leaders and engage constituents and key stakeholders in the process
- Community Organizations Building - increases effective organization and institutional capacity
- Community Relationships- Establishes relationships and forms strong partnerships across social and cultural fault lines
- Community Development - Improves quality of life by uniting groups to improve social conditions
- Community Advocacy for Systems Change - Empowers community to achieve system change in order to increase quality of life
- Community Research and Evaluation - Documents and disseminates community centered lessons learned and best practices

GOALS FOR THE COMMUNITY DEVELOPMENT PROCESS:

By the end of the first phase of the process the following will be achieved:

1. The creation of an advisory board to guide implementation and ongoing functioning of the African American Community Center.
2. The completion of a community driven implementation plan for the African American Community Center.

Phase two of the community development process will be achieved by:

1. By providing on-going assistance in Center Implementation
2. On-going development of collaborative relationships in the Community
3. Identification and advocacy for continued system change
4. Documentation of lessons learned and best practices

PROPOSED SERVICE PROVIDER

In order to maximize resources and effectiveness of a community development process, BCDBH will continue to identify ways in which to collaborate with other ongoing efforts in Southside Oroville. However, at this time there is no one service provider identified. BCDBH will go through standard contract process to choose services provider. Southside Oroville African American Community members will be part of the selection process.

BCDBH will use \$12,700 per year for two years for this community development process.

The County and its contractor(s) for these services agree to comply with the following criteria:

- 1) This funding established pursuant to the Mental Health Services Act (MHSA) shall be utilized for activities consistent with the intent of the Act and proposed guidelines for the Prevention and Early Intervention component of the County's Three-Year Program and Expenditure Plan.
- 2) Funds shall not be used to supplant existing state or county funds utilized to provide mental health services.
- 3) These funds shall only be used to pay for the programs authorized in WIC Section 5892.
- 4) These funds may not be used to pay for any other program.
- 5) These funds may not be loaned to the state General Fund or any other fund of the state, or a county general fund or any other county fund for any purpose other than those authorized by WIC Section 5892.
- 6) These funds shall be used to support a project(s) that demonstrates the capacity to develop and provide statewide training, technical assistance and capacity building services and programs in partnership with local and community partners via subcontracts or other arrangements to assure the appropriate provision of community-based prevention and early intervention activities.

These funds shall be used to support a project(s) that utilizes training methods that have demonstrated the capacity to increase skills and promote positive outcomes consistent with the MHSA and PEI proposed guidelines.

Certification

I HEREBY CERTIFY to the best of my knowledge and belief this request in all respects is true, correct, and in accordance with the law.

Edward Walker, LCSW
Interim Director, County Mental Health Program (original signature)