Fall 2014 Meeting Schedule

All meetings are scheduled from 3 p.m. to 6:30 p.m. unless otherwise noted

- Tuesday, October 7
- Wednesday, November 5 from 10 a.m. to 4:30 p.m.**
- Tuesday, December 2 from 10 a.m. to 4:30 p.m.**

** Please note, these times have been changed
Grantmaking and Evaluation Committee
Report Out
October 7, 2014
Round 1: Respite Service Grantees

Capital Adoptive Families Alliance

Del Oro Caregiver Resource Center

Turning Point Community Programs

Iu-Mien Community Services
October Presentation Goal:
High level overview of reports
which will provide update on grantee progress

- Year 2 reports provided information on grantees’ Year 2 completion of Scope of Work activities and Performance Measures progress
- Committee reviewed Round 1, Year 2 Year-End Reports
- RPC review of Year-End Reports is not tied to release of grantee funds

*No action required, reports are informational only*
Grantmaking and Evaluation Committee and the RPC have reviewed and approved the following reports:

- Year 2, Progress Report 1: Presented December 2013
- Year 2, Progress Report 2: Presented March 2014

Current Presentation
- Year 2, End of Year Report: October 2014
Review of Round 1

Summary
### Upcoming Activities – What’s Next?

<table>
<thead>
<tr>
<th>RPC Meeting</th>
<th>Report Presentation (Based on current G &amp; E committee report review structure)</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2014</td>
<td>• Teens/TAY Funding Recommendations</td>
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<tr>
<td>December 2014</td>
<td>• Unserved and Underserved Funding Recommendations</td>
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<tr>
<td></td>
<td>• Round 1, Year 3 Progress Report #1</td>
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<tr>
<td>March 2015</td>
<td>• Round 1, Year 3 Site Visit Reports</td>
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<tr>
<td>April 2015</td>
<td>• Teens/TAY Field Visit Reports</td>
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</tbody>
</table>
RPC Proposers Conference Update

October 7, 2014
Proposers’ Conference Update

- 64 participants
- Grantee panel including
  - Capital Adoptive Families Alliance
  - Saint John’s Program for Real Change
  - Turning Point Community Programs
Funding Recommendations Preparation
October 7, 2014
Funding Opportunities

Background
The funding goal of the RPC is to increase local mental health respite service options to offer alternatives to psychiatric hospitalization for community members experiencing a crisis in Sacramento County.
Round 3 Funding: Teens and Transition Age Youth

Teens and Transition-Age Youth Funding will support

- Mental health respite services for Teens and Transition-age Youth (TAY) at risk of or in a mental health crisis

- **Population Target:** Teens/Transition Age Youth (ages 13 to 25)

- **Total Amount Available:** at least $350,000

- **Funding Amount:** Organizations can apply for up to $350,000

- **Proposal Deadline:** Friday, October 17th
Round 3 Funding: Unserved and Underserved

Unserved and Underserved Funding will support

- Mental health respite services for unserved and underserved populations at risk of or in a mental health crisis
- **Population Target:** Unserved and Underserved Populations
- **Total Amount Available:** at least $225,000
- **Funding Amount:** Organizations can apply for up to $75,000
- **Proposal Deadline:** Friday, October 24th
## Respite Services Teens/TAY Funding Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>October 17&lt;sup&gt;th&lt;/sup&gt;</td>
<td>RFP Deadline</td>
</tr>
<tr>
<td>October 20&lt;sup&gt;th&lt;/sup&gt; – 24&lt;sup&gt;th&lt;/sup&gt; <em>(Review Team)</em></td>
<td>Review Team reviews and rates statements individually</td>
</tr>
<tr>
<td>October 28&lt;sup&gt;th&lt;/sup&gt; <em>(Review Team)</em></td>
<td>Review Team Review Meeting</td>
</tr>
<tr>
<td>November 3&lt;sup&gt;rd&lt;/sup&gt; <em>(Review Team)</em></td>
<td>Review Team interviews selected proposers</td>
</tr>
<tr>
<td>Wednesday November 5&lt;sup&gt;th&lt;/sup&gt; 10 a.m. to 4:30 p.m. <em>(Full RPC)</em></td>
<td>RPC Funding Recommendation meeting at Sierra Health Foundation- Closed Meeting</td>
</tr>
<tr>
<td>November 2014</td>
<td>Awards Announced</td>
</tr>
</tbody>
</table>

**Contract Term: December 2014 to March 2016**
## Respite Services Teens/TAY Funding Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>October 24(^{th})</td>
<td>RFP Deadline</td>
</tr>
<tr>
<td>October 28(^{th}) – November 12(^{th}) (Review Team)</td>
<td>Review Team reviews and rates statements individually</td>
</tr>
<tr>
<td>November 13(^{th}) (Review Team)</td>
<td>Review Team Review Meeting</td>
</tr>
<tr>
<td>November 19(^{th}) (Review Team)</td>
<td>Review Team interviews selected proposers</td>
</tr>
<tr>
<td>Tuesday December 2(^{nd}) 10 a.m. to 4:30 p.m. (Full RPC)</td>
<td>RPC Funding Recommendation meeting at Sierra Health Foundation- Closed Meeting</td>
</tr>
<tr>
<td>January 2016</td>
<td>Awards Announced</td>
</tr>
</tbody>
</table>

**Contract Term:** February 2015 to March 2016
Proposal Review Process
Respite Services Review Team

- Review Team process vetted by the G&E Committee
- Reflective of the diverse RPC stakeholder perspectives
- Up to 8 member Review Team includes G&E Committee, RPC members and external stakeholders
- Participate in a review orientation
- Individually review and rate submitted proposals
- Collectively participate in a funding recommendation meetings
Respite Services Review Team Role

- Collectively discuss the top-rated proposals at the Review Team meeting
- Develop funding recommendations to be presented at the November RPC meeting (Teens/TAY) and the December RPC meeting (Unserved and Underserved)
Proposal Review Process (continued)

RPC Role

- Attend the November and December funding recommendations meetings
- Review Innovation Plan-Attachment A, Request for Proposals and other pre-meeting materials prior to the funding recommendation meetings
- Come prepared to deliberate on the proposed funding recommendations
RPC Role (continued)

- Make final funding recommendations on November 5th (Teens and TAY) and December 2nd (Unserved and Underserved)

- Make final funding recommendations based on:
  - RPC funding goals
  - Merit of the proposals
  - Available funding
Funding Considerations
Respite Services Continuum: Current Funded Services

Children with Complex Mental Health Needs in Crisis - Parents Need a Break
1. Capital Adoptive Families Alliance

Specialized Cultural or Ethnic Population
1. Iu Mien Community Services

Adults/Adults in Crisis who have Dependent Children
1. Saint John’s Program for Real Change

Adults/Older Adults in Crisis
1. Del Oro Caregiver Resource Program
2. Turning Point Community Program
3. TLCS, Inc.

Teens/TAY in Crisis

Teens/TAY Funding Available: up to $350,000
Unserved and Underserved Funding Available: up to $225,000
Mental Health Crisis

The RPC utilizes the Innovation Workgroup’s definition of mental health crisis

- Mental Health Crisis is a crucial stage or turning point in a person’s life. It is an individual experience that can be defined by personal and cultural perceptions. A crisis can refer to any situation in which an individual (adult or child) experiences a loss of her/his ability to use, find or access effective problem solving, coping or internal and external resources.
Four Dimensions of Respite

- Mental & physical break
- Not alone
- Safe place
- Looking forward
RPC Working Definition of Mental Health Respite

- Serves individuals at risk of or in the midst of a psychiatric crisis
- Provides an alternative to emergency departments or psychiatric hospitalization
- Is a short-term, limited-time break in a safe environment that provides time to stabilize
- Mental health respite services provision is not limited to mental health professionals
Types of Projects: Mental Health Respite

- **Planned Respite:** refers to a preventive respite that serves to reduce the risk for mental health crisis for individuals through scheduled events or programming by providing limited timed breaks from the triggers that may lead to a mental health crisis. *(Example: overnight respite camp)*

- **Crisis Respite:** refers to a safe and holistic environment where an individual undergoing a mental health crisis can stabilize with professional support and may also include peer support. *(Example: 24 hour/7 day a week crisis respite center)*

- **Peer-Run Respite:** refers to a safe respite environment facilitated and coordinated by mental health consumers as peers. In this setting, individuals learn to manage crisis in a warm, welcoming, home-like environment that is facilitated by one’s peers. *(Example: Drop-in respite center in neighborhood location)*
The RPC utilizes the Sacramento County Division of Behavioral Health definition of Underserved Cultural Populations:

*Defined as those who are unlikely to seek help from any traditional mental health services whether because of stigma, lack of knowledge, or other barriers (such as being members of ethnically/racially/culturally diverse communities; gay, lesbian, bisexual, transgender communities, etc.) and would benefit from programs and interventions*
Respite Partnership Collaborative
Proposal deadline: Friday, October 24, 2014, at noon

Unserved/Underserved Funding Opportunity
Respite Services Application

Read Request for Proposals carefully before completing this application.

To complete this form, save this document in Microsoft Word and type into each shaded field. Use the TAB key to move from field to field, or click in each field. Limit your responses to the space provided.

Proposer Information (Nonprofits: use the legal organization name as registered with the IRS)

Organization
Department of
Address
City
Phone
Director
Tax Exempt ID#  
Web site

Application
Contact
Address
City
Phone

Project Summary Information

Project Name

Brief Purpose of Project (limited to 150 characters)

Grant funding will be used to:

Project Start Date (2/5/15 or later) ____________

Amount Requested (up to $75,000) ____________

Target Age Group of the Proposed Project (Select All that Apply)

- General/Combined Ages
- Adults (25-54)
- Seniors (55+)
- Transitional Age Youth (16-24)
- Children (0-18)
- Families
# Proposed Project Budget and Budget Narrative

*Sierra Health Foundation: Center for Health Program Management*

**Funding Announced January 2015**

**Funding Period:** February 2015 to March 2016

**Service Start Date (2/1/15 or later):**

<table>
<thead>
<tr>
<th>Requested from the Center</th>
<th>Other Funding Committed to Project (if applicable)</th>
<th>Total Project Budget</th>
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<tbody>
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</table>

## I. Personnel

### Salaries (list position)

1. 
2. 
3. 
4. 
5. 
6. 

### Payroll Taxes and Benefits

Consultant Fees

1. 
2. 
3. 
4. 

**Total Personnel**

## II. Other Expenses

<table>
<thead>
<tr>
<th>Office Supplies</th>
<th>Postage</th>
<th>Printing/Duplicating</th>
<th>Information/Materials</th>
<th>Equipment</th>
<th>Rent/Utilities</th>
<th>Travel</th>
<th>Miscellaneous (list)</th>
</tr>
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</table>

**Total Other Expenses**

**Total Grant Expenses**
Respite Services Application
Unserved/Underserved Funding Opportunity

Scope of Work
All grantees will be required to submit regular progress reports and a final report on the key performance measures for their grants. In this section of the application, proposers are asked to provide a preliminary scope of work that identifies the steps involved in implementing the proposed services throughout the 13-month funding term. The preliminary scope of work should support and enhance information provided in the Proposal Narrative. In addition, proposers are required to complete the Preliminary Performance Measure Targets table. Visit www.shfcenter.org/respite-partnership-collaborative to reference the RPC Logic Model and Performance Measures.

Awards announced January 2015
Funding Period: February 2015 through March 2016

Brief Purpose of Project (from cover sheet; limit to 190 characters):

Scope of Work

<table>
<thead>
<tr>
<th>Activities/Milestones</th>
<th>Timeframe</th>
<th>Responsible Partner</th>
</tr>
</thead>
<tbody>
<tr>
<td>What steps are needed to implement the proposed services? (Examples: hire staff, train staff, prepare respite location for the expansion of mental health respite services, facilitate community outreach to promote respite services, and implement mental health respite services)</td>
<td>During what months of the 13-month funding term will the steps be implemented?</td>
<td>Identify the lead partner agency responsible for each activity.</td>
</tr>
<tr>
<td><strong>Example</strong>: Provide training for newly hired respite staff on how to conduct the mental health respite intake process for adults seeking services at the new respite site.</td>
<td>February to March 2015</td>
<td>Welcome to Wellness (Lead agency)</td>
</tr>
</tbody>
</table>
### Funding Recommendations Considerations

- **Four elements of respite**
- **Respond to proposal components**
- **Is it clear that the proposed service is a mental health respite project?**
  - Is it a new service?
  - Is it an expansion of an existing mental health respite service?
- **Is the proposed project feasible to implement based on the presented respite model, staffing and budget?**
  - Does the amount of requested funding match the project scope?
  - Does the organization present the case to effectively manage the proposed respite services?
  - Does the organization demonstrate readiness to implement the project?
Please come prepared to discuss the recommended proposals at the RPC Funding Recommendation meetings

Plan to attend the RPC Funding Recommendation meetings
- Teens/TAY: Wednesday, November 5: 10 a.m. to 4:30 p.m.
- Un/Underserved: Tuesday, December 2: 10 a.m. to 4:30 p.m.

Your informed participation makes a difference
Thank you!