# FRANKLIN COUNTY



**HUMAN SERVICES MINI-GRANT APPLICATION**

The County of Franklin is requesting applications from local human service agencies who can provide services that meet identified needs in any of the 5 areas defined in the County's Human Service Block Grant:

1. Mental Health
2. Intellectual and Developmental Disabilities
3. Homeless Assistance
4. Substance Use Disorder
5. Human Services Development Fund

Local agencies serving Franklin County constituents will be considered for one-time grants of up to

$15,000 each if they fall within the guidelines set forth in this application. Agencies may submit more than one grant request. Grant funds must be expended by June 30, 2021, and no future funding is anticipated; therefore, funds are best used for start-up or short-term projects. A final invoice and grant report detailing the expenditure of funds and the resultant outcomes outlined in the application, will be due on July 15, 2021.

To apply, please submit one (1) electronic copy of the completed application for each project for which you are applying by **12 Noon**, **March 26, 2021** to Glenda S. Helman, Director of Grants Management: [gshelman@franklincountypa.gov.](mailto:gshelman@franklincountypa.gov) Please cc Stacie Horvath, Human Services Administrator at [smhorvath@franklincountypa.gov](mailto:smhorvath@franklincountypa.gov).

# FRANKLIN COUNTY HUMAN SERVICES BLOCK GRANT

**APPLICATION FOR FUNDING**

Attached and incorporated as part of this application, is the updated HSBG Bulletin which outlines services that can be considered for funding.

The HSBG Advisory Committee will make all final determinations on funding requests.

**INITIAL APPLICATION AND/OR APPLICATION FOR**

**UNSPENT FUNDS**

Full Name of Organization: Mailing Address:

Name/Title of person completing application:

Target Population (age group and geographical location): Service(s) to be provided (see attached Appendix D) – check all that apply and use blank line to fill in actual service(s) from Appendix D.

Mental Health

Intellectual & Developmental Disabilities

Homeless Assistance

Substance Use Disorder

Human Services Development Fund

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| --- | --- | --- | --- | --- |
| **SERVICE(S)**  Actual SPECIFIC service to be taken from Appendix D | AMOUNT REQUESTED | # TO BE SERVED | # OF UNITS | PER UNIT COST |
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1. Are you currently providing the services for which you are requesting funding?

Yes/No

1. If the answer is yes, what funding streams are currently available to you for providing the services?
2. Do you have a waiting list for those services?

Yes No

1. If HSBG funding is not available, how will these services be provided? **(Maximum of 1,000 words. Please be specific)**
2. If your agency does not receive 100% of the funding requested, will your agency accept partial funding to carry out your project? How will this affect the project? **(Maximum of 1,000 words)**
3. How long have you been operating client services programs? What are these programs?

### (Maximum of 1,000 words)

1. Has your agency ever contracted with Franklin County Government? When? What services were provided? How long was this contractual agreement in effect?
2. Are any of your programs monitored by a funding source? Yes No If so, please provide a copy of your most recent monitoring.
3. Please provide a Statement of Need for the program for which you are seeking funding **(Maximum of 1,500 words)**:
4. Please pro*v*ide a Narrative which describes the program for which you are seeking funding **(Maximum of 1,500 words)**:

***OUTCOME****S* (Questions on outcomes must be completed in order to be considered for funding)

**1.** What are the desired outcomes for the funding you have requested? **Please make sure outcomes are Specific, Measureable, Achievable, Relevant, Timely.**

1. How will those outcomes be measured? **(Maximum of 1,000 words.)**
2. Comments: (Please use this space to provide any further comments you feel will support your request)

For External Providers, please provide the following:

* + An Executive Summary of your project which includes the Providers DUNS number, SAM Expiration date and/or NPI number, and a statement of the Qualifications of the provider to offer the program for which funding is being requested.

the application Date

Signature of person completing

***PLEASE DO NOT WRITE BELOW THIS LINE (FOR INTERNAL REVIEW ONLY):***

Committee Review:

Score:

Form Date: July 23, 2019

REV: March 2021 – final version

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### Appendix D

**Eligible Human Services Cost Centers**

***Mental Health***

For further detail refer to Cost Centers for County Based Mental Health Services Bulletin (OMHSAS-12-02), effective July 1, 2012.

### Administrative Management

Activities and administrative functions undertaken by staff in order to ensure intake into the county mental health system and the appropriate and timely use of available resources and specialized services to best address the needs of individuals seeking assistance.

### Administrator’s Office

Activities and services provided by the Administrator’s Office of the County Mental Health (MH) Program.

### Adult Development Training (ADT)

Community-based programs designed to facilitate the acquisition of prevocational, behavioral activities of daily living, and independent living skills.

**Assertive Community Treatment (ACT) Teams and Community Treatment Teams (CTT)** ACT is a SAMHSA-recognized Evidence Based Practice (EBP) delivered to individuals with Serious Mental Illness (SMI) who meet multiple specific eligibility criteria such as psychiatric hospitalizations,

co-occurring mental health and substance use disorders, being at risk for or having a history of criminal justice involvement, and at risk for or having a history of experiencing homelessness. CTT services merge clinical, rehabilitation and support staff expertise within one delivery team.

### Children’s Evidence Based Practices

Practices for children and adolescents that by virtue of strong scientific proof are known to produce favorable outcomes. A hallmark of these practices is that there is sufficient evidence that supports their effectiveness.

### Children’s Psychosocial Rehabilitation Services

Activities designed to assist a child or adolescent (e.g., a person aged birth through 17, or through age 21 if enrolled in a special education service) to develop stability and improve capacity to function in family, school and community settings. Services may be delivered to the child or adolescent in the home, school, community or a residential care setting.

### Community Employment and Employment-Related Services

Employment in a community setting or employment-related programs, which may combine

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Vocational evaluation, vocational training and employment in a non-specialized setting such as a business or industry.

### Community Residential Services

Care, treatment, rehabilitation, habilitation, and social and personal development services provided to persons in a community-based residential program which is a DHS-licensed or approved community residential agency or home.

### Community Services

Programs and activities made available to community human service agencies, professional personnel, and the general public concerning the mental health service delivery system and mental health disorders, in order to increase general awareness or knowledge of same.

### Consumer-Driven Services

Services that do not meet the licensure requirements for psychiatric rehabilitation programs, but which are consumer-driven and extend beyond social rehabilitation services.

### Emergency Services

Emergency-related activities and administrative functions undertaken to proceed after a petition for voluntary or involuntary commitment has been completed, including any involvement by staff of the County Administrator’s Office in this process.

### Facility-Based Vocational Rehabilitation Services

Programs designed to provide paid development and vocational training within a community-based, specialized facility using work as the primary modality.

### Family-Based Mental Health Services

Comprehensive services designed to assist families in caring for their children or adolescents with emotional disturbances at home.

### Family Support Services

Services designed to enable persons with SMI, children and adolescents with or at risk of Serious Emotional Disturbance (SED), and their families, to be maintained at home with minimal disruption to the family unit.

### Housing Support Services

Services provided to mental health consumers which enable the recipient to access and retain permanent, decent, affordable housing, acceptable to them.

### Mental Health Crisis Intervention Services

Crisis-oriented services designed to ameliorate or resolve precipitating stress, which are provided to adults or children and adolescents and their families who exhibit an acute problem of disturbed thought, behavior, mood or social relationships.

### Other Services

Activities or miscellaneous programs which could not be appropriately included in any of the cited cost centers.

**Outpatient** Treatment-oriented services provided to a consumer who is not admitted to a hospital,

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institution, or community mental health facility for twenty-four hour a day service.

### Partial Hospitalization

Non-residential treatment services licensed by the Office of Mental Health & Substance Abuse Services (OMHSAS) for persons with moderate to severe mental illness and children and adolescents with SED who require less than twenty-four hour continuous care but require more intensive and comprehensive services than are offered in outpatient treatment.

### Peer Support Services

Refers specifically to the Peer Support Services which meet the qualifications for peer support services as set forth in the Peer Support Services Bulletin (OMHSAS 08-07-09), effective November 1, 2006.

### Psychiatric Inpatient Hospitalization

Treatment or services provided an individual in need of twenty-four hours of continuous psychiatric hospitalization.

### Psychiatric Rehabilitation

Services that assist persons with long-term psychiatric disabilities in developing, enhancing, and/or retaining: psychiatric stability, social competencies, personal and emotional adjustment and/or independent living competencies so that they may experience more success and satisfaction in the environment of their choice, and can function as independently as possible.

### Social Rehabilitation Services

Programs or activities designed to teach or improve self-care, personal behavior and social adjustment for adults with mental illness.

### Targeted Case Management

Services that provide assistance to persons with SMI and children diagnosed with or at risk of SED in gaining access to needed medical, social, educational, and other services through natural supports, generic community resources and specialized mental health treatment, rehabilitation and support services.

### Transitional and Community Integration Services

Services that are provided to individuals who are residing in a facility or institution as well as individuals who are incarcerated, diversion programs for consumers at risk of incarceration or institutionalization, adult outreach services, and homeless outreach services.

***Intellectual and Developmental Disabilities***

### Administrator’s Office

Activities and services provided by the Administrator’s Office of the County Program. The Administrator’s Office cost center includes the services provided relative to the Administrative Entity Agreement, Health Care Quality Units (HCQU) and Independent Monitoring for Quality (IM4Q).

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### Case Management

Coordinated activities to determine with the individual what services are needed and to coordinate their timely provision by the provider and other resources.

### Community Residential Services

Residential habilitation programs in community settings for individuals with intellectual and/or developmental disabilities or autism.

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### Community-Based Services

Community-based services are provided to individuals with intellectual and/or developmental disabilities or autism who need assistance in the acquisition, retention, or improvement of skills related to living and working in the community and to prevent institutionalization.

### Other

Activities or miscellaneous programs which could not be appropriately included in any of the cited cost centers.

## Homeless Assistance Program

### Bridge Housing

Transitional services that allow individuals who are in temporary housing to move to supportive long term living arrangements while preparing to live independently.

### Case Management

Case management is designed to provide a series of coordinated activities to determine, with each individual, what services are needed to prevent the recurrence of experiencing homelessness and to coordinate timely provision of services by the administering agency and community resources.

### Rental Assistance

Payments for rent, mortgage arrearage for home and trailer owners, rental costs for trailers and trailer lots, security deposits, and utilities to prevent and/or end homelessness or possible eviction by maintaining individuals and families in their own residences.

### Emergency Shelter

Refuge and care services to persons who are in immediate need and are experiencing homelessness; e.g., have no permanent legal residence of their own.

### Innovative Supportive Housing Services

Other supportive housing services outside the scope of existing Homeless Assistance Program components for individuals and families who are experiencing homelessness or facing eviction. An individual or family is facing eviction if they have received either written or verbal notification from the landlord that they will lose their housing unless some type of payment is received.

## Substance Use Disorder

### Care/Case Management

A collaborative process, targeted to individuals diagnosed with substance use disorders or co-occurring psychiatric disorders, which assesses, plans, implements, coordinates, monitors, and

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evaluates the options and services to meet an individual’s health needs to promote self-sufficiency and recovery.

### Inpatient Non-Hospital

**Inpatient Non-Hospital Treatment and Rehabilitation**

A licensed residential facility that provides 24-hour professionally directed evaluation, care, and treatment for individuals with substance use disorder in acute distress, whose addiction symptomatology is demonstrated by moderate impairment of social, occupation, or school functioning. Rehabilitation is a key treatment goal.

### Inpatient Non-Hospital Detoxification

A licensed residential facility that provides a 24-hour professionally directed evaluation and detoxification of an individual with a substance use disorder.

### Inpatient Non-Hospital Halfway House

A licensed community-based residential treatment and rehabilitation facility that provides services for individuals to increase self-sufficiency through counseling, employment and other services. This is a live in/work out environment.

### Inpatient Hospital

**Inpatient Hospital Detoxification**

A licensed inpatient health care facility that provides 24-hour medically directed evaluation and detoxification of individuals diagnosed with substance use disorders in an acute care setting.

### Inpatient Hospital Treatment and Rehabilitation

A licensed inpatient health care facility that provides 24-hour medically directed evaluation, care and treatment for individuals with substance use disorder with co-existing biomedical, psychiatric and/or behavioral conditions which require immediate and consistent medical care.

### Outpatient/Intensive Outpatient

**Outpatient**

A licensed organized, non-residential treatment service providing psychotherapy and substance use/disorder education. Services are usually provided in regularly scheduled treatment sessions for a maximum of five hours per week.

### Intensive Outpatient

An organized non-residential treatment service providing structured psychotherapy and stability through increased periods of staff intervention. Services are provided in regularly scheduled sessions at least three days per week for at least five hours (but less than ten).

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### Partial Hospitalization

Services designed for those individuals who would benefit from more intensive services than are offered in outpatient treatment programs, but do not require 24-hour inpatient care. Treatment consists of the provision of psychiatric, psychological and other types of therapies on a planned and regularly scheduled basis at least three days per week with a minimum of ten hours per week.

### Prevention

The use of social, economic, legal, medical or psychological measures aimed at minimizing the use of potentially addictive substances, lowering the dependence risk in susceptible individuals, or minimizing other adverse consequences of psychoactive substance use.

### Medication Assisted Therapy (MAT)

Any treatment for addiction that includes a medication approved by the U.S. Food and Drug Administration for opioid addiction detoxification or maintenance treatment. This may include methadone, buprenorphine, naltrexone, or vivitrol.

### Recovery Support Services

Services designed and delivered by individuals who have experience with substance-related disorders and recovery to help others initiate, stabilize, and sustain recovery from substance use disorder. These services are forms of social support not clinical interventions. This does not include traditional 12 step programs.

### Recovery Specialist

An individual in recovery from a substance-related disorder that assists individuals in gaining access to needed community resources to support their recovery on a peer-to-peer basis.

### Recovery Centers

A location where a full range of Recovery Support Services are available and delivered on a peer to peer basis.

### Recovery Housing

A democratically run, self-sustaining and drug-free group home for individuals in recovery from substance related disorders.

## Human Services Development Fund

### Administration

Activities and services provided by the Administrator’s Office of the Human Services Department.

### Interagency Coordination

Planning and management activities designed to improve the effectiveness of county human services.

### Adult Services

Services for adults (persons who are at least 18 years of age and under the age of 60, or persons under 18 years of age who are the head of an independent household) include: adult day care, adult placement, chore, counseling, employment, home delivered meals, homemaker, housing, information

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and referral, life skills education, protective, service planning/case management, transportation, or other services approved by DHS.

### Aging

Services for older adults (persons who are 60 years of age or older) include: adult day service, assessments, attendant care, care management, congregate meals, counseling, employment, home delivered meals, home support, information and referral, overnight shelter, personal assistance service, personal care, protective services, socialization/recreation/education/health promotion, transportation (passenger), volunteer services or other services approved by DHS.

### Children and Youth

Services for individuals under the age of 18 years, under the age of 21 years who committed an act of delinquency before reaching the age of 18 years, or under the age of 21 years who was adjudicated dependent before reaching the age of 18 years, and requests retention in the court’s jurisdiction until treatment is complete. Services to these individuals and their families include: adoption services, counseling/intervention, day care, day treatment, emergency placement services, foster family services (except room & board), homemaker, information and referral, life skills education, protective services and service planning.

### Generic Services

Services for individuals that meet the needs of two or more populations include: adult day care, adult placement, centralized information and referral, chore, counseling, employment, homemaker, life skills education, service planning/case management, and transportation services.

### Specialized Services

New services or a combination of services designed to meet the unique needs of a specific population that are difficult to meet within the current categorical programs.