

# FORSYTH COUNTY

## BOARD OF COMMISSIONERS

MEETING DATE: JULY 11, 2016

AGENDA ITEM NUMBER: 5

**SUBJECT:**

- A. RESOLUTION AUTHORIZING APPLICATION FOR A COMMUNITY GRANT THROUGH THE WINSTON-SALEM FOUNDATION FOR PROGRAM AND OPERATING ASSISTANCE FOR THE FORSYTH COUNTY STEPPING UP INITIATIVE TO REDUCE THE NUMBER OF PEOPLE WITH MENTAL ILLNESS IN JAILS
- B. RESOLUTION AUTHORIZING APPLICATION FOR A WOMEN'S FUND GRANT FOR PLANNING ASSISTANCE FOR THE FORSYTH COUNTY STEPPING UP INITIATIVE TO REDUCE THE NUMBER OF PEOPLE WITH MENTAL ILLNESS IN JAILS
- C. RESOLUTION AUTHORIZING APPLICATION FOR A KATE B. REYNOLDS CHARITABLE TRUST GRANT FOR PROGRAM AND OPERATING ASSISTANCE FOR THE FORSYTH COUNTY STEPPING UP INITIATIVE TO REDUCE THE NUMBER OF PEOPLE WITH MENTAL ILLNESS IN JAILS

**COUNTY MANAGER'S RECOMMENDATION OR COMMENTS:**

Recommend Approval

**SUMMARY OF INFORMATION:**

The National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging public, private, and nonprofit partners to reduce the number of people with mental illnesses in jails. On April 27, 2015, the Forsyth County Board of Commissioners unanimously adopted a resolution supporting the Stepping Up Initiative in the Forsyth County jail. Since January 2016, a Planning Team consisting of County, judicial, community agencies, and district attorney staff have met to discuss the issues and plan a course of action.

On May 13, 2016, a pilot project was proposed for the first action step. The pilot project focuses on women in the local jail with co-occurring mental illness and substance abuse/use issues. As envisioned, the pilot project will provide each program participant with an after incarceration discharge plan that identifies support services in the community aimed at reducing or eliminating recidivism. The female jail population was selected due to the relatively small number of female inmates and the more homogeneous nature of the issues involved.

The attached resolutions seek authorization to apply for grant funding from the Women's Fund (\$30,000), a Community Grant from the Winston-Salem Foundation (\$40,000), and a Kate B. Reynolds Charitable Trust Poor & Needy Grant (\$75,000) to leverage County funding of \$50,000 through its agreement with Cardinal Innovations Health Solutions. The grant requests are for two years of estimated costs associated with the planning and implementation and include the hiring of a full time Stepping Up Program Coordinator to work with various agencies to design and implement the SUPER Program and a part-time Peer Support Specialist and associated operating costs. The peer support position would not be staffed until at least January 2017 to provide the coordinator with time to set up processes. Additionally, the Coordinator position cost will be contingent on a review process by Human Resources to establish an appropriate salary for the position.

Each grant requires a pre-application process with final applications due the first week in August 2016. Additional State/Federal grants and local funding in the future will be necessary to ensure the program's ongoing success and potential expansion to include juveniles and/or male offenders.

ATTACHMENTS:  YES  NO

SIGNATURE: \_\_\_\_\_

  
COUNTY MANAGER

DATE: July 6, 2016

**RESOLUTION AUTHORIZING APPLICATION FOR A COMMUNITY GRANT  
THROUGH THE WINSTON-SALEM FOUNDATION FOR PROGRAM AND  
OPERATING ASSISTANCE FOR THE FORSYTH COUNTY STEPPING UP  
INITIATIVE TO REDUCE THE NUMBER OF PEOPLE  
WITH MENTAL ILLNESS IN JAILS**

**WHEREAS**, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging public, private, and nonprofit partners to reduce the number of people with mental illnesses in jails; and

**WHEREAS**, on April 27, 2015, the Forsyth County Board of Commissioners unanimously adopted a resolution supporting the Stepping Up Initiative in the Forsyth County jail; and

**WHEREAS**, the Forsyth County Stepping Up Initiative is taking the first action step by developing a program targeted at women offenders in the Forsyth County Detention Center with co-occurring mental illness and substance use/abuse issues; and

**WHEREAS**, in a Memorandum of Understanding authorized on June 13, 2016, Forsyth County and Cardinal Innovations Healthcare Solutions, a managed care organization and area authority for mental health, substance abuse, and intellectual/developmental services, agreed to designate \$50,000 per year towards the local Stepping Up Initiative from Forsyth County's funds; and

**WHEREAS**, the proposed Winston-Salem Foundation Community Grant would provide program and operating assistance, including but not limited to, the addition of a Stepping Up Coordinator position and associated program costs for the Forsyth County Stepping Up Initiative;

**NOW, THEREFORE, BE IT RESOLVED** that the Forsyth County Board of Commissioners hereby authorizes the County Manager and Clerk to the Board to execute, on behalf of Forsyth County, the necessary documents to apply for a Winston-Salem Foundation Community Grant in the amount of \$40,000 to support initial program and operating costs of the Forsyth County Stepping Up Initiative.

Adopted this 11<sup>th</sup> day of July 2016.

**RESOLUTION AUTHORIZING APPLICATION FOR A WOMEN'S FUND  
GRANT FOR PLANNING ASSISTANCE FOR THE FORSYTH COUNTY  
STEPPING UP INITIATIVE TO REDUCE THE NUMBER OF PEOPLE  
WITH MENTAL ILLNESS IN JAILS**

**WHEREAS**, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging public, private, and nonprofit partners to reduce the number of people with mental illnesses in jails; and

**WHEREAS**, on April 27, 2015, the Forsyth County Board of Commissioners unanimously adopted a resolution supporting the Stepping Up Initiative in the Forsyth County jail; and

**WHEREAS**, the Forsyth County Stepping Up Initiative is taking the first action step by developing a program targeted at women offenders in the Forsyth County Detention Center with co-occurring mental illness and substance use/abuse issues; and

**WHEREAS**, in a Memorandum of Understanding authorized on June 13, 2016, Forsyth County and Cardinal Innovations Healthcare Solutions, a managed care organization and area authority for mental health, substance abuse, and intellectual/developmental services, agreed to designate \$50,000 per year towards the local Stepping Up Initiative from Forsyth County's funds; and

**WHEREAS**, the proposed Women's Fund Grant would provide planning assistance including but not limited to, the addition of a part time Stepping Up Peer Support position and the associated costs, for the Forsyth County Stepping Up Initiative;

**NOW, THEREFORE, BE IT RESOLVED** that the Forsyth County Board of Commissioners hereby authorizes the County Manager and Clerk to the Board to execute, on behalf of Forsyth County, the necessary documents to apply for a Women's Fund Grant in the amount of \$30,000 for program planning support for the Forsyth County Stepping Up Initiative.

Adopted this 11<sup>th</sup> day of July 2016.

**RESOLUTION AUTHORIZING APPLICATION FOR A KATE B. REYNOLDS CHARITABLE TRUST GRANT FOR PROGRAM AND OPERATING ASSISTANCE FOR THE FORSYTH COUNTY STEPPING UP INITIATIVE TO REDUCE THE NUMBER OF PEOPLE WITH MENTAL ILLNESS IN JAILS**

**WHEREAS**, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging public, private, and nonprofit partners to reduce the number of people with mental illnesses in jails; and

**WHEREAS**, on April 27, 2015, the Forsyth County Board of Commissioners unanimously adopted a resolution supporting the Stepping Up Initiative in the Forsyth County jail; and

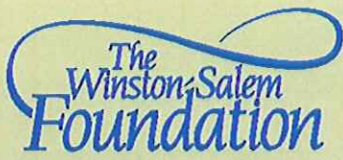
**WHEREAS**, the Forsyth County Stepping Up Initiative is taking the first action step by developing a program targeted at women offenders in the Forsyth County Detention Center with co-occurring mental illness and substance use/abuse issues; and

**WHEREAS**, in a Memorandum of Understanding authorized on June 13, 2016, Forsyth County and Cardinal Innovations Healthcare Solutions, a managed care organization and area authority for mental health, substance abuse, and intellectual/developmental services, agreed to designate \$50,000 per year towards the local Stepping Up Initiative from Forsyth County's funds; and

**WHEREAS**, the proposed Kate B. Reynolds Charitable Trust Grant would provide program and operating assistance, including but not limited to, the addition of a Stepping Up Coordinator position and associated program costs for the Forsyth County Stepping Up Initiative;

**NOW THEREFORE BE IT RESOLVED** that the Forsyth County Board of Commissioners hereby authorizes the County Manager and Clerk to the Board to execute, on behalf of Forsyth County, the necessary documents to apply for a Kate B. Reynolds Charitable Trust Poor & Needy Grant in the amount of \$75,000 to support initial program and operating costs of the Forsyth County Stepping Up Initiative.

Adopted this 11<sup>th</sup> day of July 2016.



To invest in our community by making philanthropy and its benefits available to all.

## Community Grants Preliminary Application

Organization name: Forsyth County, NC  
Mailing address: 201 N. Chestnut Street, Government Center City Winston-Salem State NC Zip 27101  
Contact for proposal: Ronda D. Tatum Title: Assistant County Manager  
E-mail: tatumrd@forsyth.cc Phone: 336-703-2013  
Chief Executive Officer or equivalent (if different from above): J. Dudley Watts, Jr., County Manager  
Web site: www.forsyth.cc Fax: 336-727-8446  
Board Chair signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Total project cost: \$ 245,000 Amount requested: \$ 40,000 Project timeline: 7/1/2016 to 6/30/2018

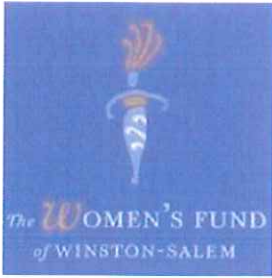
On one separate sheet, please provide thorough but brief answers to the following:

1. Describe your organization's mission, its work, and the population you serve.
2. Tell us about the project or program for which you are requesting funds.
3. Describe how you would use Foundation funds for this project.

Please return the following to the Foundation at the address listed below:

- this form and answers to the questions above
- a list of your organization's board of directors
- recent financial statements
  - a balance sheet and income statement (P&L) for your last fiscal year and current year-to-date
  - most recent complete audit, including notes and management letter (if your organization completes an audit)
- a detailed project budget, including any other sources of income for this project

Alternatively, electronic copies of this information may be e-mailed to [grants@wsfoundation.org](mailto:grants@wsfoundation.org). (Please note: if you do not receive an e-mail confirming receipt of your e-mailed application within 24 hours of submission, please call the Grants Manager at the Foundation.)



The Women's Fund of Winston-Salem  
2016 Preliminary Grant Application

Please check which program you are applying for:

- Community Grants Program       Grassroots Grants Program\*

*\*Please note: All first-time Grassroots agencies applying for funding must attend the Grassroots training offered by HandsOn NUNC on May 17. See page 10 of the Grant Guidelines.*

**General Agency Information:**

Please check one: NEW Program/Project EXISTING Program/Project

Organization Name: Forsyth County Government

Mailing Address:

Commissioners' and Manager's Office  
Government Center  
201 North Chestnut Street

City: Winston-Salem      State: North Carolina Zip Code: 27101

Telephone Number: 3367032013      Website: <http://www.forsyth.cc/>

Contact for proposal: Ronda Tatum

Contact's Title: Assistant County Manager

Contact's email address: [tatumrd@forsyth.cc](mailto:tatumrd@forsyth.cc)      Contact's phone: 336-703-2013

Executive Director's Contact (if different): NA      Executive Director's email address: NA

Project Title: **Stepping Up Process to End Recidivism (*SUPER*)**

Total Project cost: \$269,500 (Two year estimated project budget - includes overhead/indirect costs)

Amount Requested from The Women's Fund: \$30,000 (Support for 2 years)

Is your organization tax exempt under section 501(c)(3)?       Yes       No

Organization's Employer Identification Number: 56-6000450

If not tax exempt, name of the organization that has agreed to be your fiscal sponsor: Click here to enter text.

Executive Director (of fiscal sponsor): Click here to enter text. Phone Number (of fiscal sponsor): Click here to enter text.

Fiscal Sponsor's Employer Identification Number: Click here to enter text.

Grant Start Date: (no earlier than December 1, 2016): December 1, 2016

**Type of Funding Sought (please select only one ):**

- Planning       Evaluation       Capacity-Building (grassroots grant only)  
 Collaboration       Research       Program or Project Grant

**Which Economic Security Recommendation will you address ( select only one )? See page 3 of the 2016 Grant Guidelines.**

- Provide women with the education & training necessary to access higher paying jobs  
 Increase women's income and benefits  
 Support female entrepreneurship and women owned businesses  
 Help women build assets  
 Increase the financial literacy of women and girls  
 Increase access to high-quality affordable child care for low-income working mothers and students  
 Educate girls to prepare them for future success  
 Prevent teen pregnancy and support teen mothers  
 Increase access to work supports  
 Ensure that low-income women have access to safe and affordable housing

**Please answer the following questions: Please limit your response to less than 200 words per answer.**

**Describe your organization's mission, its work in Forsyth County, and the population you serve.**

The mission of Forsyth County government is to help create a community, which is safe and healthy, convenient and pleasant to live in, with educational and economic opportunities for everyone. We cooperate with many other public agencies and community organizations in this mission. We provide certain services and functions, which are responsibilities of all county governments, and other services, which the Board of Commissioners has determined to be necessary and appropriate. We are committed to providing quality services, efficiently and effectively, with courteous attention to the opinions and needs of individual citizens. The national Stepping Up and Call to Action is an effort to reduce the number of adults with mental and co-occurring substance use disorders in jails and decrease recidivism. In April of 2015, the Forsyth County Commissioners' adopted a resolution to answer that Call to Action.

**Tell us about your proposed project/program for which you are requesting funds.**

The *Stepping Up Process to End Recidivism* (SUPER) project is the result of the first phase of Forsyth County's response to action. This involved input from government officials, relevant county agency employees/leaders,

advocates, law enforcement personnel, and mental health/substance abuse clinicians. SUPER is based on research and the considerable analysis of potential local solutions.

SUPER will be a pilot program that represents something "new" in that it "modifies existing programs to better meet the needs of women" by:

- Creating an intentional "warm handoff," based on an integrated and participant-engaged discharge plan, for community reentry for female inmates with mental illness (dual diagnoses mental health and substance abuse) in the Forsyth County jails.
- Providing female offenders in the local detention with individualized plans and professional team to address co-occurring mental health and substance abuse conditions; and
- Connecting the participants with community resources.

Funding is requested for the planning needed for the pilot program, including staff and operating expenses.

**Please specify how you will use a Women's Fund grant for this project.**

The nature of the program requires that the planning effort and subsequent program be staffed by uniquely qualified and experienced individuals. The funding request is for partial support for two positions for the planning year: (1) Stepping Up (SU) Coordinator (full-time) and (2) Peer Support Specialist (PS) (part-time).

The Coordinator must be a qualified mental health professional with legal system experience and will:

- Lead, coordinate and develop SUPER processes and documents;
- Inform Forsyth County Government officials and stakeholders; and
- Serve as part of the Forsyth County Mental Health Court team and supervise program staff.

The Peer Support Specialist must be credentialed and will:

- Function as a role model to program participants by exhibiting competency in personal recovery and provide support throughout the SUPER process;
- Be a participant on all program design sessions; and
- Assist the SU Coordinator with administrative duties.

Funding from the Women's Fund is for support for the Peer Support position.

**Briefly describe your target population.**

The SUPER target population is adult women in the local detention center. To be a participant these women will:

- Have minimum to medium security classifications based on the type of legal offense; and
- Meet the psychiatric criteria, during the intake medical screening process, for co-occurring (formally known as dual-diagnoses) mental health and substance use/abuse problems.



**Estimate the number of women and/or girls who will be impacted by this project.**

For the initial pilot program implementation phase of SUPER, the target is between 25 and 40 adult female participants. SUPER has the potential to impact many more women after the initial pilot program. There is strong Forsyth County support and expectations that, after the initial year's lessons learned are incorporated and sustainability funding is secured, the program will be shared across community agencies. Eventually, the program is designed so that it can evolve to include other offender populations (e.g., males and juveniles).

**Briefly describe the specific issue/problem that you are addressing.**

Forsyth County has systems to address the legal, law enforcement and treatment intervention needs of female offenders and there is cross-collaboration among these entities; however, the following continue to be significant in our community:

- A high rate of women in jails with co-occurring mental health and substance abuse issues, with treatment focused on one or the other issue but not both.
- Tendency for prescribing multiple medications for physical and psychiatric conditions to women who end up in the detention center. These medications are typically not managed beyond the detention or re-linked to a mental or physical health provider or pharmacy in a timely manner. This potentially limits medication effectiveness, can be dangerous to a women's health or can lead to self-medication with illegal drugs or alcohol.
- No official discharge plan or one consistent mechanism for linking all the services exists as part of the community reentry.
- Limited knowledge and communication across relevant agencies.
- Multiple services providers, engaged with this population, are not always aware that they share the same offender female client.
- Legal and law enforcement mandates, policies and procedures limit intervention strategies.

**Briefly describe the root cause(s) of this problem/issue that you plan to address.**

There are two categories of root causes for the current problem: (1) offender population characteristics and (2) the systems in place to address the population. The root causes for the behaviors of the women are varied, but national studies and a local sample analysis of our women detainees indicate that this population is caught in a cycle of initial arrest and high recidivism. The cycle is linked to histories of:

- Mental health problems;
- Substance use/abuse;
- Significant health conditions (e.g., HIV, Hepatitis C);
- Domestic violence;
- Short-term treatments;
- Disjointed services;
- Limited educational attainment;
- Limited financial resources; and
- Limited social supports.

The problems faced by the systems designed are the result of differences and incongruences within and across these entities with regard to:

- Objectives,
- Legal and ethical mandates,
- Policies and procedures,
- Schedules,
- Limited personnel resources,
- Space limitations and configurations,
- Lack of a centralized client data sharing mechanism for intervention or tracking purposes,
- The transient nature of the population, and
- Intercept points.

**What type of change are you seeking to accomplish?**

- Shifts in behaviors       Shifts in definition       Maintaining past gains  
 Shifts in engagement       Shifts in institutions or policies

The planning aspects of the project seek to shift institutional policies and procedures. The SUPER program seeks shifts in behaviors of the target population.

**Briefly describe the specific activities and strategies that will be utilized in this project.**

Planning and the subsequent SUPER program activities will entail convening varying stakeholder groups over the course of the fall of 2016 and spring of 2017, as well as gathering input from female offenders. This will create new processes and documents, as well as establishing agreements, to meet the following objectives:

- Modify existing policy and procedures for addressing female offenders (detainees).
- Improve the mental health and substance abuse screening process upon entry to the detention center.
- Create an individualized community reentry plan system that includes the SUPER participant (female offender/detainee).
- Creating a warm handoff process for ensuring connections, including prioritizing service needs, scheduling appointments, follow-up with appointments and basic need and personal growth coaching.
- Create and link a pool of community team members; professionals from the legal system, law enforcement, mental health, substance abuse, physical health care, financial supports and social services to be assigned to each SUPER participant.
- Create a vehicle for data sharing that adheres to ethical and legal confidentiality requirements.
- Ensure a program evaluation is designed and maintained during the program.

**Briefly describe how this program has been designed to meet the specific needs of women & girls.**

Based on our processes to date, it was determined that pilot program was best suited for female offenders. During the planning and design phase, research and best practices literature on addressing the needs of women in correctional facilities and reentry issues will be incorporated.

**Describe the qualifications of the person/people administering this program and how they were selected to administer this program.**

The Coordinator must be a qualified mental health professional with legal system experience. The Peer Support Specialist will have obtained the credentials from an accredited body for that title. At this time, the plan is for the positions to be under the Forsyth County Department of Public Health. Thus, all Forsyth County application and employment processes and regulations will be used.

**Project Budget**

The project is planned as a two year project with the first year serving as a planning year and the second year as the first year of the program. The total amount for the two year project is estimated at \$245,000 including indirect/overhead costs. Fifty-thousand (\$50,000) dollars has been budgeted by Forsyth County Board of Commissioners for the first year of the program. Funding is being requested from the Women's Fund for the support of the personnel costs only of the Peer Support Specialist and the residual for the Coordinator position. Additional funding is being sought from the Kate B. Reynolds Charitable Trust and the Winston-Salem Foundation for partial support for the Coordinator position for the planning year and the program year. A preliminary conversation has been had with the KBR with a scheduled advanced consultation in July 2016. Final application is due in August 2016. A preliminary application and consultation is planned for the Winston-Salem Foundation for July 2016. Additionally, funding opportunities from state and federal sources will be sought for programs addressing jail populations with mental health and substance abuse for additional operating support in future years for the project and potential future expansion. Additional details and cost estimates are provided in the The Women's Fund Line-Item Budget Request Form below.

Line-Item Budget Request Form		
Name of Organization: Forsyth County (Local Government/Stepping Up Initiative)		
Income		Income Narrative
Amount Requested from The Women's Fund	30,000	\$50,000 has been committed by the Forsyth County Commissioners for the first year of the program through its agreement with Cardinal Innovations who is the County's MCO for managing provider contracts for the County's local funds for Mental Health, Substance Abuse, and Intellectual/Developmental Disabilities in Forsyth County. Grant funds from the Women's Fund would partially support personnel during the two-years requested. Funding will also be sought from the Kate B. Reynolds Charitable Trust and the Winston-Salem Foundation for partial support of the planning and programming years for a combined total of \$115,000. A planned consult is in place with KBR for July 6th and we are awaiting response from the Winston-Salem Foundation about discussions related to this project. All funders have early August deadlines for grant applications with approvals taking up to 3 months. In addition, funding will be sought from state and federal sources for programs addressing jail populations with mental and substance abuse for sustainability and possible expansion to other inmate populations.
Amount Committed from other Sources	100,000	Local County mental health dollars will be used over the 2-year planning and implementation period (\$50,000 per year). Additional funding may be needed in future years if program expanded for other populations. \$5,000 calculated as overhead/indirect costs but this will be significantly more per year on the County's part due to the support functions that will be required to administer this program.

Amount requested from other sources	\$115,000		
<b>Total Project Income (rounded up)</b>	<b>\$245,000</b>	Projected income is for two (2) years; includes indirect/overhead.	
<b>Expenses</b>	<b>Total Project Budget (2years)</b>	<b>Request to The Women's Fund</b>	<b>Budget Narrative</b>
<b>Personnel</b>			
<b>Stepping Up Coordinator (Full Time)</b>	\$109,470	\$0	The total budget amount for this line item was based on market research and county/state guidelines for the position level. The position will entail the design and management of the program planning and implementation including all necessary logistics and documentation for collaborative arrangements, meeting ethical and legal requirements, reporting requirements, supervision of program staff, community liaison role for all efforts associated with any related community initiative, and serve as a member of the Forsyth County Mental Health Court team.
<b>Stepping Up Peer Support Specialist (Part Time)</b>	\$24,550	\$22,653	Support for this position for 2 years. The estimated start date for this position would be January 2017. The total budget amount for this line item was based on market research and county/state guidelines for the position level. This position entails assisting in the design of the program, assisting the Coordinator with administrative duties, and serving as a peer role model.
<b>Benefits &amp; Taxes</b>	\$41,052	\$4,620	Estimated amount based on Forsyth County Benefits & Taxes rates for FT and PT employees.
<i>Personnel Subtotal</i>	\$179,692	\$27,273	<i>Partial support of Peer Support position for first year (planning year) and 2nd year (implementation) of the two year project.</i>

<b>Operating Expenses</b>			
Supplies and Materials/IT Software	\$43,035	\$0	Supplies, computers, printers, potential software needs and interfaces with existing software; training opportunities for Stepping Up Initiative statewide and national; office supplies, potential contracts that may be required for other agencies to participate in monitoring program participants or developing comparable processes.
<i>Operating Expenses Subtotal</i>	\$43,035	\$0	
<b>Total Direct Costs</b>	<b>\$222,727</b>	<b>\$27,273</b>	
*Indirect/Overhead Costs (10 % max)	\$22,273	\$2,727	Indirect/overhead costs of at least 10% built into the requested amount for all funding sources such that these would be covered by Forsyth County and others funders, including the Women's Fund.
<b>Grant Total</b>	<b>\$245,000</b>	<b>\$30,000</b>	The estimated budget for the first year of the project (planning year) is \$119,273 due to the availability of funding needed to implement the planning phase of the project. Funding request includes indirect/overhead cost estimate.

\* The County's indirect/overhead portion will be significantly more than the budget reflects due to various support functions required to operating this program (i.e. HR, Finance, Budget, county manager's office, attorney's office, etc.).

**Stepping Up Budget**

				County Funds \$50,000 per year (includes overhead)		Women's Fund \$30,000 over 2 years		WS Foundation \$40,000 over 2 years		KBR \$75,000 over 2 years		Year 1 + Year 2 All Sources
	Year 1	Year 2	Total	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	
<b>Stepping Up Program Coordinator (Full Time)</b>		61500										
Salary	\$46,125	\$63,345	\$109,470	\$23,063	\$15,836			\$11,531	\$15,836	\$23,063	\$20,141	\$109,470
Benefits/401k	\$17,297	\$23,755	\$41,052	\$8,649	\$5,939			\$4,324	\$4,672	\$4,324	\$13,144	\$41,052
<b>Total Estimated Salary/Benefits</b>	<b>\$63,422</b>	<b>\$87,100</b>	<b>\$150,522</b>	<b>\$31,712</b>	<b>\$21,775</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,855</b>	<b>\$20,508</b>	<b>\$27,387</b>	<b>\$33,285</b>	<b>\$150,522</b>
<b>Stepping Up Peer Support Specialist (Part Time)</b>												
Salary	\$8,050	\$16,500	\$24,550			\$8,050	\$14,603				\$1,897	\$24,550
Benefits/401k	\$1,650	\$2,970	\$4,620			\$1,650	\$2,970					\$4,620
<b>Total Estimated Salary/Benefits</b>	<b>\$9,700</b>	<b>\$19,470</b>	<b>\$29,170</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,700</b>	<b>\$17,573</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,897</b>	<b>\$29,170</b>
Office Supplies	\$1,000	\$1,000	\$2,000	\$1,000	\$1,000							\$2,000
Small Equipment	\$10,500	\$3,500	\$14,000	\$10,500	\$3,500							\$14,000
Software/Contractual Services	\$5,000	\$16,035	\$21,035	\$5,000	\$10,422						\$5,613	\$21,035
Operating Supplies	\$1,000	\$1,000	\$2,000	\$1,000	\$1,000							\$2,000
Training/Conference	\$1,000	\$3,000	\$4,000	\$1,000	\$3,000							\$4,000
<b>Operating Costs</b>	<b>\$18,500</b>	<b>\$24,535</b>	<b>\$43,035</b>	<b>\$18,500</b>	<b>\$18,922</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,613</b>	<b>\$43,035</b>
<b>Total Direct Costs</b>	<b>\$91,622</b>	<b>\$131,105</b>	<b>\$222,727</b>	<b>\$50,212</b>	<b>\$40,697</b>	<b>\$9,700</b>	<b>\$17,573</b>	<b>\$15,855</b>	<b>\$20,508</b>	<b>\$27,387</b>	<b>\$40,795</b>	<b>\$222,727</b>
Overhead	\$9,162	\$13,111	\$22,273	\$5,021	\$4,070	\$970	\$1,757	\$1,586	\$2,051	\$2,739	\$4,080	\$22,273
<b>GRAND TOTAL</b>	<b>\$100,784</b>	<b>\$144,216</b>	<b>\$245,000</b>	<b>\$55,233</b>	<b>\$44,767</b>	<b>\$10,670</b>	<b>\$19,330</b>	<b>\$17,441</b>	<b>\$22,559</b>	<b>\$30,126</b>	<b>\$44,875</b>	<b>\$245,000</b>

	GRANT FUNDS REQUESTED
Women's Fund	\$30,000
WS Foundation	\$40,000
KBR Trust	\$75,000
Grant Subtotal	\$145,000
County	\$100,000
<b>Total Funding</b>	<b>\$245,000</b>

**Year 1 Assumptions:**

- Coordinator Position = 9 months (begin October 1)
- Peer Support Position = 6 months (begin January 1)
- Operating Costs estimated

**Year 2 Assumptions:**

- 12 month salary & benefit costs.
- Assumes a 2.5%-3% performance adjustment

**Other Assumptions:**

Assumes using more of the County funding used for operating costs the first 2 years to get a better handle on potential costs for contractual expenses to providers, etc. or for additional technology/software needs for data evaluation, storage, interfaces with other technologies, etc.