

**Mental Health Services Grant****N-2014-15 Biennium**

Effective date 09/01/2013

**I. GRANT DESCRIPTION.**

- A.** The Mental Health Grant is provided to local juvenile probation departments and shall be used to increase mental health services and to supplement existing mental health services to juveniles under their jurisdiction, including juveniles housed in pre- or post-adjudication facilities and in community settings.

**II. GRANT SPECIFIC DEFINITIONS.**

- A. General Grant Requirements.** Included in the Texas Juvenile Justice Department State Financial Assistance Contract and General Grant Requirements, 2014-2015 Biennium.
- B. Licensed Mental Health Professional (LMHP).** An individual who is licensed or certified by the state of Texas to diagnose, evaluate or treat any mental, emotional condition or disorder including but not limited to a psychiatrist, psychologist, licensed clinical social worker, licensed professional counselor, and licensed marriage and family therapist.
- C. Mental Health Paraprofessional.** An individual who is able to perform tasks requiring significant knowledge, but without having the license or certification to perform at a professional level, including students, interns, fellows, post-doctorates, or other approved students in an official training program in psychology or a related field under the supervision of an authorized mental health professional.
- D. Mental Health Services and Programs.** All services necessary to treat, care for, supervise, and rehabilitate persons with a mental illness. Including:
1. **Mental Health Screening, Assessment and Evaluation.** The identification of youth having a mental illness, including psychological and psychiatric evaluations.
  2. **Behavior Interventions.** Interventions for juveniles with a mental health diagnosis to increase socially adaptive behavior and to modify maladaptive or problem behaviors and replace them with behaviors and skills that are adaptive and socially productive.
  3. **Programs.** Include but are not limited to mental health case management, counseling (individual, family and group), skills training and wrap-around.
  4. **Medications.** Psychotropic medications and medications associated with treating a diagnosed mental health condition.
- E. Residential Services.** Residential placements that meet the Specialized or Intensive criteria in the Texas *Health and Human Services Commission Levels of Care Rates* [TJJJ-IVE-200] or meet the TJJJ Specialized or Intensive criteria in the *Tier Level of Care Rates for Secure Facilities* [TJJJ-FIS-175], and for which the care includes therapeutic treatment for a diagnosed mental illness or sex offense.
- F. Target Population.** Youth under the jurisdiction of the juvenile department who are in need of a mental health assessment and those youth identified through assessment as needing mental health services, programs and/or placement.
- G. Treatment Hours.** The number of hours of direct mental health care provided to a juvenile under the jurisdiction of the juvenile probation department.

**III. PERFORMANCE MEASURES.**

- A. Goal.** The goal of the Mental Health Grant is to expand and supplement the mental health services available to and provided for juveniles under the jurisdiction of juvenile probation departments.
- B. Program Objective.** The objective of the Mental Health Grant is to increase the availability of mental health screenings, assessments and evaluations for juveniles referred to and under the supervision of juvenile probation departments and the provision of services, programs and placements to juvenile offenders with identified mental health needs.
- C. Performance.** Grantee performance under this grant shall be determined using the following measures:
1. Total number of juveniles provided mental health services during the contract period;
  2. Total number of mental health assessments completed; and
  3. Total number of mental health treatment hours provided.

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**IV. PROGRAMMATIC COMPONENTS.**

**A. Program Requirements.** This grant is intended to increase the availability of mental health screenings, assessments and evaluations for juveniles referred to and under the supervision of juvenile probation departments and the provision of services, programs and placements to juvenile offenders with identified mental health needs. Funding for this grant was determined based on the following:

**1. Tier 1 Funding.**

- a. Juvenile probation departments with a secure pre- or post-adjudication facility. A department with one or more facilities with fewer than 80 beds will receive funding under this grant for the employment or contracting of one full-time mental health professional whose primary duties are to provide screening and assessment, and to diagnose, evaluate and/or treat youth with mental or emotional conditions or disorders that are housed in the facility. A department with one or more facilities with more than 80 beds will receive funding under this grant for the employment or contracting of two full-time mental health professionals for those same purposes.
- b. Juvenile probation departments with no facility will receive allocated funding to secure mental health services and programs for youth under the department's supervision. Services may include screening, assessment, diagnoses, evaluation or treatment of youth with mental or emotional conditions or disorders.

**2. Tier 2 Funding.**

- a. All juvenile probation departments will be allocated additional mental health funding for this grant that may be used for screening, assessment, diagnoses, evaluation or treatment of youth with mental or emotional conditions or disorders.

3. Funding under this grant shall not be understood to limit the use of other state and local funds for mental health purposes. Funds may be used for all mental health services and programs as defined herein, except funds under this grant may not be used to supplant local funds or for any purpose identified as unallowable under this grant.

**B. Eligibility.** Juveniles served with funds provided by this grant meet the target population definition.

**V. PROGRAMMATIC REPORTING.****A. Annual Reports.**

1. **End-of-Year Summary Report.** The Grantee shall complete an *End-of-Year Summary* in a format specified by the Department no later than October 1 per fiscal year of the current grant period. This report shall include but is not limited to:
  - a. Purpose of activity;
  - b. Location of activity;
  - c. Number of juveniles served;
  - d. Number of mental health assessments provided; and
  - e. Number of mental health treatment hours provided.

**B. Quarterly Reports.** The Grantee shall provide a listing of all juveniles served under this grant. The Grantee shall submit data electronically in a format specified by the Commission no later than January 1, April 1, July 1 and October 1 of the current fiscal year of the biennium, respectively.

**C. Monthly Reports.** None

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1. **Baseline Service Reports.** County juvenile probation departments shall report on the level of mental health services provided to juveniles with state and local funds in FY 2013, in a format specified in the TJJD Grant Manager web application.

**VI. PROGRAMMATIC MONITORING.**

- A. **On-site Monitoring Visits.** See General Grant Requirements.
- B. **Unannounced On-site Monitoring Visits.** See General Grant Requirements.
- C. **Desk Audits.** See General Grant Requirements.
- D. **Other.** None.

**VII. APPLICABLE LAW, POLICY AND PROCEDURE.** The Grantee shall comply with the following applicable state laws, federal laws, standards, policies and procedures as they currently exist or as amended or renumbered and enacted and effective during the term of this Contract:**A. Applicable Standards.**

1. **Texas Administrative Code (TAC) Title 37 Public Safety and Corrections, Chapters 341, 343, 348 & 358.**

**B. General Statutes.**

1. **Federal Law.** See General Grant Requirements.
2. **State Law.** See General Grant Requirements.
  - a. **Texas Family Code, Title III, Juvenile Justice Code.**
    - i. Chapter 60 – Uniform Interstate Compact for Juveniles.
  - b. **Texas General Appropriations Act,.**
  - c. **Texas Government Code, Title 7, Uniform Grant and Contract Management.**
    - i. Chapter 783 - Uniform Grant and Contract Management Act.

**VIII. FINANCIAL COMPONENTS.****A. Allowable Expenditure of Funds.**

1. Mental Health Screening, Assessment and Evaluation to identify youth having a mental illness, including psychological and psychiatric evaluations;
2. Cost of residential services that meet Section II, D under this grant;
3. Salary of a mental health professional or contracted services;
4. Psychotropic medications and medications associated with treating a diagnosed mental health condition.; and
5. Cost of mental health programs and services that meet Section II, C under this grant.

**B. Unallowable Expenditure of Funds.** See General Grant Requirements.

1. In addition, any expenditures not authorized in Section VIII A are unallowable under this grant including but not limited to the following:

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- a. Equipment and services including payments to intended recipients of health services;
- b. Cost of placement in pre-adjudication secure detention facilities or short-term secure detention facilities (i.e., holdover);
- c. Cost of residential services not meeting the definition under Section II Cof this grant;
- d. Services associated with substance abuse treatment where the juvenile treated does not have a dual mental health diagnosis;
- e. Supervision of sex offenders;
- f. Administrative costs or overhead not associated with mental health staff; and
- g. Staff bonuses and salary raises, except when associated with expanded duties.

**C. Financial Match Requirements.** None. Juvenile probation departments may not reduce the amount of local funds expended for mental health services, juvenile probation services and/or programs as a result of receiving funds under this grant.

**D. Funding Adjustments.**

- 1. **Reduction of Grant Payments.** See General Grant Requirements.
- 2. **Unexpended Balances.** See General Grant Requirements.
- 3. **Overpayments.** See General Grant Requirements.
- 4. **Refunds Due.** See General Grant Requirements.

**E. Timely Expenditure of Grant Funds.** See General Grant Requirements.

**F. Audits.** See General Grant Requirements.

**G. Financial Assurances.** See General Grant Requirements.

**H. Service Provider.** See General Grant Requirements.

**IX. FINANCIAL REPORTING.**

**A. Annual Reports.** The Grantee shall submit a completed *Annual Budget Application* concurrent with the submission of the executed *State Financial Assistance Contract* for the Department's approval. The *Annual Budget Application* shall be submitted electronically in the Grant Manager system per fiscal year of the current grant period.

**B. Quarterly Reports.** The Grantee shall report the expenditure of all funds received through this grant on the *FPS Quarterly Expenditure Report* in Grant Manager. Reports shall be received by the Department no later than January 1, April 1, July 1, and October 1 of the current fiscal year of the biennium, respectively. Funds may be temporarily suspended if a *FPS Quarterly Expenditure Report* in Grant Manager is not received by the due date.

**C. Monthly Reports.** None.

**D. Other Periodic Reports.**

- 1. **Budget Adjustments.** The Grantee shall submit the *Budget Adjustment Request* [TJJD-FIS-304] to the Department for any adjustment to the original budget. The Grantee shall receive written approval from the Department prior to expending the funds.

**X. FINANCIAL MONITORING.**

**A. Annual Monitoring.** See General Grant Requirements.

**B. Periodic Monitoring.** See General Grant Requirements.