



Macon County Mental Health Board  
Budget Proposal—Fiscal Year 2022  
July 1, 2021 to June 30, 2022

# INTRODUCTION

## Introduction: Fiscal Year 2022 Proposed Budget

The Mental Health Board began Fiscal Year 2021 (FY21) (July 1, 2020 to June 30, 2021) with a budget of \$4,397,299 and will end FY21 with a budget of \$4,501,300. The two key changes made to the original FY21 budget was a \$104,000 increase to the Juvenile Redeploy contract as well as a one-time award to Woodford Homes towards matching funds for the construction of a new 20-unit building. In addition, FY22 will see ongoing funding of two FY21 pilot programs and a 10% increase to all annualized services.

This proposed budget for Fiscal Year 2022 (FY22) (July 1, 2021 to June 30, 2022) has an increase of \$557,027 in overall income not related to the Board's fund balance in comparison to the proposed FY21 budget. This compares to an increase of \$315,207 in operational income in the proposed FY21 budget not related to the Board's fund balance. The increase in revenue in the FY22 budget is in relation to an increase in the DHS awarded contracts for CFC #19 and Juvenile Redeploy; a small increase in the county tax levy; an increase in the residential salary reimbursement; and an increase Mental Health Court fees.

This proposed FY22 budget has the MCMHB operations expenses decreasing by 1.37%. Annualized service funding using local funds increases by \$323,084 or 15.63%. \$2,067,134 was projected for annualized services in FY21. \$2,390,219 is proposed for FY22.

The state funding for Child and Family Connections #19 (CFC #19) is projected to increase by \$46,206 or 4.7%. The State of Illinois provides funding founded on a formula which is based on the number of children in the program as well as active Individual Family Service Plans (IFSPs). The CFC #19 income and expense projection is based on this formula related to current and past caseloads which continue to increase. Juvenile Redeploy is expected to see an increase of \$388,296 or 70.02%. Staff worked closely with community partners as well as the IDHS Statewide Redeploy Coordinator to revamp the program, adding additional services.

Some highlights of the budget follow:

- The proposed FY22 budget is balanced. \$276,058 funding from the Board's fund balance is proposed. During the last several years, the Board has had large lapses in spent contracts each year. With the pandemic, the Board again saw large lapses in contract billing for FY21. Because of this, the Board staff felt the appropriate thing to do with the accumulated lapsed funds was to re-instate the 10% cut that took place in FY18 when the Board had to cut service contracts by 10%. The Board staff is not proposing this 10% increase as on-going funding at this point and will let providers know that it is currently being viewed as a one-time increase. If the Board is in a position to keep the increase in place for FY23, Board staff will make that proposal.
- Operations expenses for MCMHB has a small decrease. This makes the 708 operations 6.69% of the proposed total expenses. Last year's proposed operations expenses were 7.32% of the total expenses. The average of MCMHB Boards in the State Association for operations is 13%.

- Two percent raises are proposed for all Board staff. No raises were given in FY21. Board staff are also proposing a retention incentive to keep the Board's invaluable employees in this highly competitive labor market. The Board has been very fortunate to have incredible staff that have gone above and beyond this past year and hope to retain such staff in this volatile employment environment. The Board was fortunate to have no staff turnover during the past fiscal year.

This document presents information regarding the FY22 proposed budget. The Mental Health Board's proposed FY22 budget contains income from multiple sources that include the local tax levy, investments, residential services (Woodford Homes, Camelot Supportive Housing, and Charles Street Supportive Housing), Illinois Department of Human Services, and Mental Health Court fees. This document provides an overall picture of the total Board operations that includes MCMHB, residential/housing management, Child and Family Connections #19, and Juvenile Redeploy. In addition, this write-up provides a detailed examination of the operations expenses, services, and the system support activities that the Macon County Mental Health tax fund supports. This proposal provides a review of individual parts of the proposed budget plus an examination of the budget as a whole. The document will end with an examination of this proposal's impact on the Mental Health Board's fund balance and future financial health.

The Board has successfully lived within its means and continues to examine the long-range impact of initiating new funding. This proposed budget is based on the principle of the Board living within its means today and in the future. The Board's unassigned fund balance would be conservatively estimated at a 6.69 months' level for the start of the fiscal year. This is at the top of the threshold of what the State of Illinois Comptroller's office promulgates for healthy local government finances. However, the fund balance will be decreased by \$276,058 in FY22 with the addition of the one-time 10% increase to all annualized service contracts. The following pages present revenue and expense comparisons for FY21 and FY22 as well as the projected fund balance through FY22.

## FY21/FY22 Revenue/Expense Comparison

SUMMARY	ORIGINAL FY21 BUDGET	MODIFIED FY21 BUDGET	PROPOSED FY22 BUDGET	Under/Over
Total Revenue	4,397,299	4,501,300	5,230,384	833,085
Total Expenses	4,397,299	4,844,683	5,230,384	833,085
<b>REVENUE</b>	<b>4,397,299</b>	<b>4,501,300</b>	<b>5,230,384</b>	<b>833,085</b>
<b>Operating Revenue</b>	<b>4,397,299</b>	<b>4,501,300</b>	<b>4,954,326</b>	<b>557,027</b>
Macon County Taxes	2,518,675	2,518,675	2,566,038	47,363
Investment Income	15,000	15,000	15,000	-
Residential Management Fee	163,239	163,239	163,239	-
Residential Salary Reimbursement	93,547	93,547	156,622	63,075
Mental Hlth Crt Fees	5,300	5,300	15,000	9,700
Child & Family Connections #19	1,043,999	1,043,999	1,092,865	48,866
Redeploy Illinois grant	554,539	658,540	942,562	388,023
Miscellaneous Income	3,000	3,000	3,000	-
<b>Fund Balance Support Revenue</b>				
General Funds	-	-	276,058	276,058
<b>EXPENSES</b>	<b>4,397,299</b>	<b>4,844,683</b>	<b>5,230,384</b>	<b>833,085</b>
<b>708 Operations</b>	<b>354,751</b>	<b>354,751</b>	<b>350,135</b>	<b>(4,616)</b>
<b>System Support</b>	<b>1,267,495</b>	<b>1,267,495</b>	<b>1,391,429</b>	<b>123,934</b>
Residential Management	315,875	315,875	367,602	51,727
Child & Family Connections #19	890,620	890,620	936,826	46,206
Planning	10,000	10,000	36,000	26,000
Electronic Record Vouchering	21,000	21,000	21,000	-
Compliance	30,000	30,000	30,000	-
<b>Services</b>	<b>2,775,053</b>	<b>3,222,437</b>	<b>3,488,820</b>	<b>713,767</b>
Mental Illness	599,750	596,159	636,961	37,211
Developmental Disabilities	292,331	301,560	317,162	24,831
Substance Abuse	127,320	127,320	123,011	(4,309)
Combined Disabilities	1,047,733	1,380,790	1,313,084	265,351
CFC Services IMDN,PL,Ses,LIC	153,380	153,380	156,039	2,659
Redeploy Illinois IDHS grant	554,539	663,228	942,562	388,023
<b>FUND BALANCE COMPARISONS</b>				
Monthly Expense	366,441.58	403,723.59	435,865.30	
Projected Beginning Fund Balance	1,793,945	1,793,945	2,700,799	
Assigned Funds	62,000	62,000	86,000	
General Revenue Fund Balance Support	-	-	(276,058)	
Projected Ending Unassigned Fund Balance	2,462,799	2,700,799	2,338,741	
Months' Expenses	4.73	6.69	5.37	
708 Expenses vs Total Budget	8.07%	7.32%	6.69%	-1.37%

### Projected Fund Balance through FY22

<b>FY19 Beginning Fund Balance</b>	<b>\$ 1,637,158</b>
Assigned:	
A. Board Bond	\$ 15,000
B. Tax Refund	\$ 20,000
C. Budget Reserve – ongoing services	\$ 10,063
<u>D. Focus on the Future Planning Reserve</u>	<u>\$ 0</u>
Total	\$ 45,063
Revenue Over Expenses	\$349,498
<b>Ending FY19 Unassigned:</b>	<b>\$ 1,941,593</b>
	6.29 months' expenses
	FY19 monthly expenses = \$308,598
<b>FY20 Beginning Fund Balance</b>	<b>\$ 1,941,593</b>
Assigned:	
A. Board Bond	\$ 25,000
B. Tax Refund	\$ 25,000
C. Budget Reserve – ongoing services	\$ 0
<u>D. Focus on the Future Planning Reserve</u>	<u>\$ 12,000</u>
Total	\$ 62,000
Revenue Over Expenses	\$ 521,206
<b>Ending FY20 Unassigned:</b>	<b>\$ 2,462,799</b>
	6.66 months' expenses
	FY20 monthly expenses = \$344,689
<b>FY21 Beginning Fund Balance</b>	<b>\$ 2,462,799</b>
Assigned:	
A. Board Bond	\$ 25,000
B. Tax Refund	\$ 25,000
C. Budget Reserve – ongoing services	\$ 0
<u>D. Focus on the Future Planning Reserve</u>	<u>\$ 12,000</u>
Total	\$ 62,000
Projected Revenue Over Expenses	\$ 300,000
<b>Ending FY21 Unassigned:</b>	<b>\$ 2,700,799</b>
	6.69 months' expenses
	FY21 monthly expenses = \$403,724

<b>FY22 Beginning Fund Balance</b>	<b>\$ 2,700,799</b>
Assigned:	
A. Board Bond	\$ 25,000
B. Tax Refund	\$ 25,000
C. Budget Reserve – ongoing services	\$ 0
<u>D. Focus on the Future Planning Reserve</u>	<u>\$ 36,000</u>
Total	\$ 86,000
Expenses Over Revenue	(\$276,058)
<b>Ending FY22 Unassigned:</b>	<b>\$ 2,338,741</b>
	5.37 months' expenses
	FY22 monthly expenses = \$435,865

**FY2022 OVERALL  
INCOME PROJECTIONS**



## REVENUE PROJECTIONS FY22

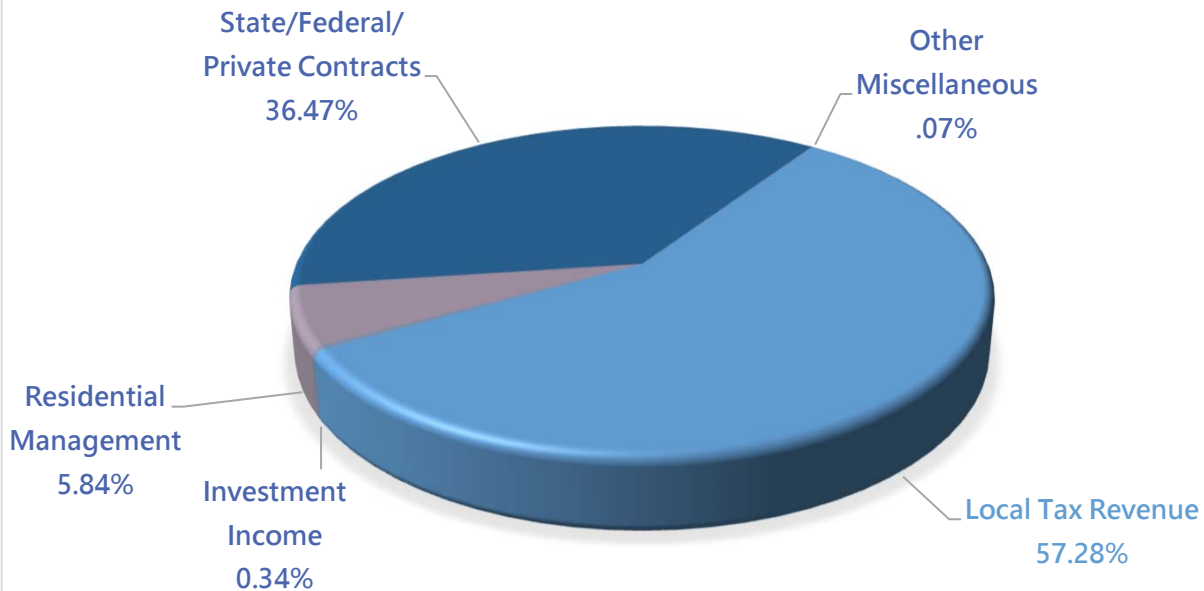
The Board revenue is derived from numerous sources. Each revenue source has different traits and requirements. One differing characteristic is the projected assurity of the revenue for fiscal year 2022. Local property tax levy, management fees, residential services reimbursement, Mental Health Court fees, and investment income can be projected with reasonable certainty. The Child and Family Connections contract with DHS is based on the average caseload and state formula. Data exists to project the first six months of fiscal year 2021 income for Child and Family Connections and the second six months are estimated. Revenue used from the fund balance is displayed.

Total revenue supports two different expense budgets: (A) operations and (B) services/ system support. The overall sources and projections for fiscal year 2022 revenue are as follows:

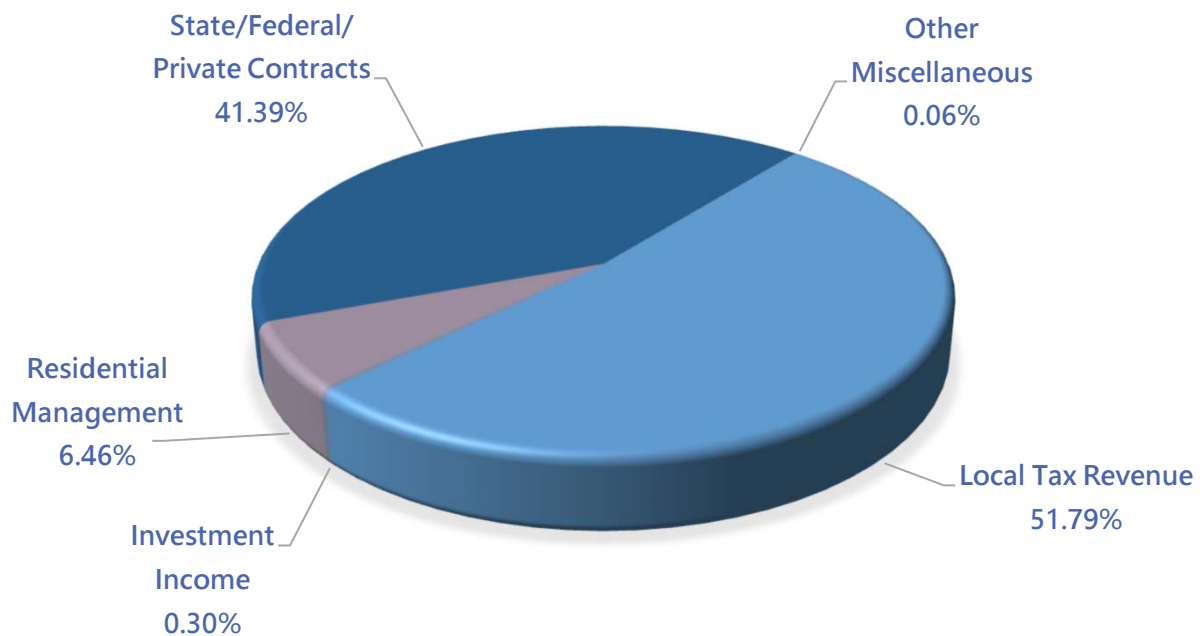
REVENUE SOURCE	FY21	FY22	Variance	Comments
Macon County Taxes	2518674.97	2,566,038	47,363	99.5% of 2020 Tax Levy of \$2,578,932.58
Investment Income	15,000	15,000	0	based on projections
Residential Management Fee	163,239	163,239	0	
Residential Services Reimbursement	93,547	156,622	63,075	live-in managers, maintenance, janitorial staff, supported living
Mental Health Court Fees	5,300	15,000	9,700	projections
Child & Family Connections #19	1,043,999	1,092,865	48,866	based on FY22 projected contract
Juvenile Redeploy	554,539	942,562	388,023	based on FY22 projected contract
Miscellaneous Income	3,000	3,000	0	
<b>TOTAL INCOME</b>	<b>4,397,300</b>	<b>4,954,326</b>	<b>557,026</b>	

	FY21		FY22	
Local Tax Revenue	2,518,675	57.28%	2,566,038	51.79%
Investment Income	15,000	0.34%	15,000	0.30%
Residential Management	256,786	5.84%	319,861	6.46%
State/Federal/Private Contracts	1,603,838	36.47%	2,050,427	41.39%
Other Miscellaneous	3,000	0.07%	3,000	0.06%
<b>Total Income</b>	<b>4,397,299</b>	<b>100.00%</b>	<b>4,954,326</b>	<b>100.00%</b>

### FY21 REVENUE SOURCES



### FY22 REVENUE SOURCES



# OPERATIONS EXPENSES

## OPERATIONS EXPENSE BUDGET PROPOSAL

The Board's operations budget has several components. Overall operations include any activity directly operated out of the Board office. This would include the majority of activities that involves an employee paid directly by this Board. Because the Board's activities are complex, involving multiple funding sources supporting different staff and different activities, special care is taken in developing projections. Some expenses that are categorized under operations, especially those involving Child and Family Connections #19, do actually provide services to individuals, although they are included in the operations section of this budget presentation. The overall operations budget's components are:

**A. Mental Health Board**

Expenses relate to 708 operations regarding staffing and activities mandated by law or set forth by the Board.

**B. Residential/Housing Management**

Expenses relate to the staffing and management of Woodford Homes, Camelot Supportive Housing, and Charles Street Supportive Housing.

**C. Child and Family Connections #19**

Expenses include program manager, service coordinators, parent liaison and support staff located in the Mental Health Board's office. This program is the single point of entry for the State supported services for children from birth to three with developmental delays. These services are provided to a ten-county area. This program is funded by the Illinois Department of Human Services (IDHS) of the State of Illinois.

**D. Juvenile Redeploy**

Expenses include program director, part-time client care coordinator, and support staff located in the Mental Health Board's office. This program's goal is to prevent high risk teenage offenders' placement in the Department of Corrections. These services are provided to Macon County and is funded by the Illinois Department of Human Services (IDHS) of the State of Illinois.

The Child and Family Connections #19 and Juvenile Redeploy budgets are subject to IDHS approval. These budgets will be submitted to IDHS according to their requested timelines. When the State communicates final contract numbers, staff may need to ask the Board for potential budget modifications.

Operations will be presented from several perspectives. First, a detailed analysis is given for the proposed line item increases and decreases of operations' expenses. Then, a detailed review of the expenses for each component is displayed.

For some operational expenses, a portion of the expense is indirect and reflects the appropriate allocation according to formulas. These are expenses for common equipment, space, etc., that is used by staff involved in all of the Board's operations and for which it is impossible to determine the exact

cost attributable to each operating component. The Board's cost allocation plan displayed in Note # 1 explains how the formulas are applied. It should be noted that when certain factors are involved in formula changes, such as an individual component having more or less staff time than in the prior year, operational expenses will be affected. When you see the term "re-allocation" as an explanation in the comments line, this is the type of change being referenced.

This proposal will show a 22.76% or a \$481,340 increase from the original FY21 total operations budget. The increase comes from contract increases for both CFC #19 and Juvenile Redeploy, increase in Residential activities due to new construction of an Illinois Housing Development Authority (IHDA) funded property as well as allocation changes. The individual cost center increases/decrease are as follows:

- MCMHB Operations: -\$4,616 (-1.30%) decrease due to reallocations of staff time due to responsibility changes.
- Residential/Housing Management: \$51,728 (16.38%) increase due to reallocations of staff time and an increase in the Professional Services line item for contractual services utilized in the preparation of the new construction grant that will begin construction in FY22.
- Child and Family Connections #19: \$46,206 (5.19%) increase due to reallocations of staff time and expenses to State-funded services line item. Revenue was also increased by this same amount.
- Juvenile Redeploy: \$388,296 (70.02%) increase due to additional contractual services. Revenue was also increased by this same amount.

## ALL DEPARTMENTS

Acct.Title	FY21	FY22	Var Amt	Var %	Comments
Salaries	903,745	991,300	87,555	9.69%	2% increase, additional CFC position, retention incentive
Retirement Expenses	99,421	82,391	-17,030	-17.13%	decrease in rate
Fringe Benefits	145,429	146,408	979	0.67%	small increase in rate
FICA Expense	69,268	76,763	7,495	10.82%	related to salary increase
Unemployment Tax	23,542	6,961	-16,581	-70.43%	large rate decrease
Workmen's Comp Ins	30,657	20,237	-10,420	-33.99%	rate decrease/allocation change
<b>Total Salary/Wages</b>	<b>1,272,062</b>	<b>1,324,060</b>	<b>51,999</b>	<b>4.09%</b>	
Office Supplies	31,457	38,727	7,271	23.11%	cost increase
Meetings/Activities	3,000	6,000	3,000	100.00%	cost increase
<b>Consumable Totals</b>	<b>34,457</b>	<b>44,727</b>	<b>10,271</b>	<b>29.81%</b>	
Insurance Data Breach, Property	6,628	6,674	45	0.68%	small rate increase
<b>Insurance Totals</b>	<b>6,628</b>	<b>6,674</b>	<b>45</b>	<b>0.68%</b>	
Travel	50,489	55,820	5,331	10.56%	expected increase
<b>Travel Costs</b>	<b>50,489</b>	<b>55,820</b>	<b>5,331</b>	<b>10.56%</b>	
Copier	7,800	11,635	3,835	49.17%	expected increase
Office Lease	47,400	28,104	-19,296	-40.71%	based on FY21 projections
<b>Lease Totals</b>	<b>58,170</b>	<b>39,739</b>	<b>-18,432</b>	<b>-31.69%</b>	
Telecommunications	27,113	24,845	-2,267	-8.36%	discontinued AT&T
Training/Conferences	26,057	31,000	4,944	18.97%	expected increase
Publicity and Advertise	2,000	8,632	6,632	331.59%	expected increase
Subscriptions	1,700	1,700	0	0.00%	
Internet	5,776	3,749	-2,026	-35.09%	discontinued AT&T
Postage	11,100	12,600	1,500	13.51%	expected increase
Technical Support	48,103	52,937	4,834	10.05%	additional technology
Memberships	8,796	14,095	5,299	60.25%	expected increase
Insurance (DOL & Bond)	10,812	12,720	1,908	17.65%	expected increase
Professional Liab Ins	7,639	9,906	2,267	29.68%	allocation change/rate increase
Audit	16,686	18,581	1,894	11.35%	allocation change
Legal	2,500	3,500	1,000	40.00%	expected increase
Annual Report	500	500	0	0.00%	
Operational Contingency	47,920	38,000	-9,920	-20.70%	no CFC contingency
Equipment Depreciation Expense	47,920	43,438	-4,482	-9.35%	
Professional Services/ Subcontractors	477,278	850,174	372,896	78.13%	Redeploy Contract increase
<b>Miscellaneous Totals</b>	<b>693,979</b>	<b>1,126,378</b>	<b>432,399</b>	<b>62.31%</b>	
<b>TOTAL OPERATIONS</b>	<b>2,115,786</b>	<b>2,597,399</b>	<b>481,613</b>	<b>22.76%</b>	

Acct.Title	MCMHB				RESIDENTIAL			
	FY21	FY22	Var Amt	Var %	FY21	FY22	Var Amt	Var %
Salaries	177,383	148,769	-28,613	-16.13%	168,790	204,609	35,819	21.22%
Retirement Expenses	20,461	14,426	-6,035	-29.50%	15,944	13,322	-2,622	-16.44%
Fringe Benefits	25,567	22,712	-2,855	-11.17%	31,482	30,593	-889	-2.82%
FICA Expense	13,570	12,772	-798	-5.88%	12,912	15,653	2,740	21.22%
Unemployment Tax	2,390	611	-1,779	-74.44%	5,900	1,914	-3,986	-67.56%
Workmen's Comp Ins	593	535	-59	-9.93%	4,849	6,223	1,374	28.33%
<b>Total Salary/Wages</b>	<b>239,964</b>	<b>199,825</b>	<b>-40,139</b>	<b>-16.73%</b>	<b>239,878</b>	<b>272,313</b>	<b>32,435</b>	<b>13.52%</b>
Office Supplies	4,472	5,097	625	13.98%	4,200	4,333	133	3.17%
Meetings/Activities	2,000	3,000	1,000	50.00%	1,000	1,000	0	0.00%
<b>Consumable Totals</b>	<b>6,472</b>	<b>8,097</b>	<b>1,625</b>	<b>25.11%</b>	<b>5,200</b>	<b>5,333</b>	<b>133</b>	<b>2.56%</b>
Insurance Data Breach, Property	1,199	1,137	-62	-5.17%	1,277	1,302	25	1.98%
<b>Insurance Totals</b>	<b>1,199</b>	<b>1,137</b>	<b>-62</b>	<b>-5.17%</b>	<b>1,277</b>	<b>1,302</b>	<b>25</b>	<b>1.98%</b>
Travel	3,018	3,052	34	1.13%	8,000	8,720	720	9.00%
<b>Travel Costs</b>	<b>3,018</b>	<b>3,052</b>	<b>34</b>	<b>1.13%</b>	<b>8,000</b>	<b>8,720</b>	<b>720</b>	<b>9.00%</b>
Copier	300	500	200	66.67%	300	1,500	1,200	400.00%
Office Lease	14,628	5,446	-9,182	-62.77%	10,239	4,330	-5,910	-57.72%
<b>Lease Totals</b>	<b>14,928</b>	<b>5,946</b>	<b>-8,982</b>	<b>-60.17%</b>	<b>11,007</b>	<b>5,830</b>	<b>-5,178</b>	<b>-47.04%</b>
Telecommunications	2,929	2,324	-605	-20.65%	3,914	4,398	484	12.35%
Training/Conferences	6,890	9,000	2,110	30.62%	4,457	6,000	1,544	34.63%
Publicity and Advertise	0	0	0	0.00%	0	0	0	0.00%
Subscriptions	1,000	1,000	0	0.00%	700	700	0	0.00%
Internet	953	600	-353	-37.02%	865	560	-305	-35.29%
Postage	600	700	100	16.67%	300	500	200	66.67%
Technical Support	14,137	14,774	637	4.50%	5,455	7,166	1,711	31.36%
Memberships	5,681	6,123	442	7.78%	1,390	2,285	895	64.40%
Insurance (DOL & Bond)	8,112	9,514	1,402	17.28%	2,700	3,206	506	18.75%
Professional Liab Ins	908	1,231	323	35.63%	1,683	2,025	343	20.36%
Audit	8,717	8,311	-406	-4.65%	710	1,444	735	103.58%
Legal	1,000	2,000	1,000	100.00%	1,500	1,500	0	0.00%
Annual Report	500	500	0	0.00%	0	0	0	0.00%
Operational Contingency	32,298	33,000	702	2.17%	5,000	5,000	0	0.00%
Equipment Depreciation	32,298	33,000	702	2.17%	5,000	5,000	0	0.00%
Expense	32,298	33,000	702	2.17%	5,000	5,000	0	0.00%
Professional Services/								
Subcontractors	5,449	10,000	4,551	83.54%	21,840	34,320	12,480	57.14%
<b>Miscellaneous Totals</b>	<b>121,471</b>	<b>132,078</b>	<b>10,607</b>	<b>8.73%</b>	<b>50,513</b>	<b>74,104</b>	<b>23,591</b>	<b>46.70%</b>
<b>TOTAL OPERATIONS</b>	<b>354,751</b>	<b>350,135</b>	<b>-4,616</b>	<b>-1.30%</b>	<b>315,875</b>	<b>367,602</b>	<b>51,728</b>	<b>16.38%</b>

## CHILD &amp; FAMILY CONNECTIONS #19

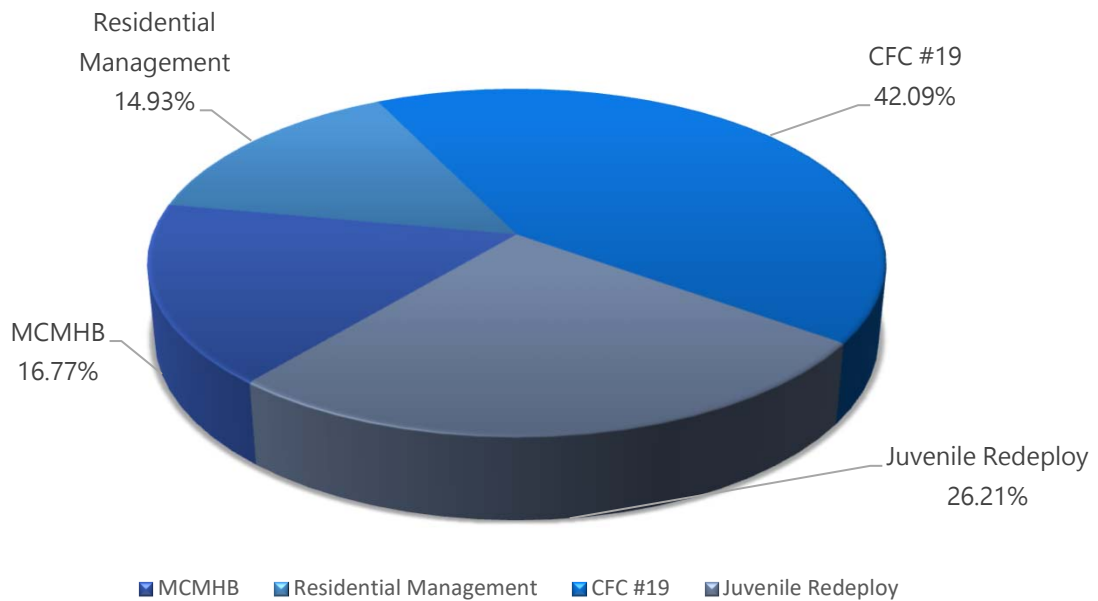
## JUVENILE REDEPLOY

Acct.Title	FY21	FY22	Var Amt	Var %	FY21	FY22	Var Amt	Var %
Salaries	489,809	556,991	67,183	13.72%	67,763	80,930	13,168	19.43%
Retirement Expenses	54,998	47,578	-7,420	-13.49%	8,018	7,066	-952	-11.88%
Fringe Benefits	84,136	89,754	5,618	6.68%	4,244	3,349	-895	-21.09%
FICA Expense	37,470	42,676	5,206	13.89%	5,315	5,662	347	6.53%
Unemployment Tax	12,993	3,997	-8,996	-69.24%	2,259	439	-1,820	-80.56%
Workmen's Comp Ins	23,064	12,372	-10,692	-46.36%	2,150	1,107	-1,044	-48.53%
<b>Total Salary/Wages</b>	<b>702,470</b>	<b>753,369</b>	<b>50,898</b>	<b>7.25%</b>	<b>89,749</b>	<b>98,553</b>	<b>8,804</b>	<b>9.81%</b>
Office Supplies	20,288	25,120	4,833	23.82%	2,497	4,176	1,680	67.28%
Meetings/Activities	0	0	0	0.00%	0	2,000	2,000	0.00%
<b>Consumable Totals</b>	<b>20,288</b>	<b>25,120</b>	<b>4,833</b>	<b>23.82%</b>	<b>2,497</b>	<b>6,176</b>	<b>3,680</b>	<b>147.39%</b>
Insurance Data Breach, Property	3,793	3,867	75	1.98%	359	366	7	100.00%
<b>Insurance Totals</b>	<b>3,793</b>	<b>3,867</b>	<b>75</b>	<b>1.98%</b>	<b>359</b>	<b>366</b>	<b>7</b>	<b>100.00%</b>
Travel	40,172	41,068	896	2.23%	1,517	2,980	1,463	96.44%
<b>Travel Costs</b>	<b>40,172</b>	<b>41,068</b>	<b>896</b>	<b>2.23%</b>	<b>1,517</b>	<b>2,980</b>	<b>1,463</b>	<b>96.44%</b>
Copier	7,000	9,435	2,435	34.78%	200	200	0	0.00%
Office Lease	20,263	17,031	-3,232	-15.95%	2,269	1,297	-973	-42.86%
<b>Lease Totals</b>	<b>27,551</b>	<b>26,466</b>	<b>-1,085</b>	<b>-3.94%</b>	<b>2,469</b>	<b>1,497</b>	<b>-973</b>	<b>-39.39%</b>
Telecommunications	18,541	16,044	-2,497	-13.47%	1,728	2,079	351	20.31%
Training/Conferences	1,710	3,000	1,290	75.44%	13,000	13,000	0	0.00%
Publicity and Advertise	2,000	3,000	1,000	50.00%	0	5,632	5,632	0.00%
Subscriptions	0	0	0	0.00%	0	0	0	0.00%
Internet	3,601	2,332	-1,269	-35.24%	357	257	-100	-27.89%
Postage	10,000	11,000	1,000	10.00%	200	400	200	100.00%
Technical Support	26,783	27,011	228	0.85%	1,727	3,986	2,259	130.77%
Memberships	1,725	3,905	2,180	0.00%	0	1,782	1,782	0.00%
Insurance (DOL & Bond)	0	0	0	0.00%	0	0	0	0.00%
Professional Liab Ins	4,575	6,014	1,438	31.44%	473	636	163	100.00%
Audit	7,260	6,190	-1,070	-14.74%	0	2,635	2,635	0.00%
Legal	0	0	0	0.00%	0	0	0	0.00%
Annual Report	0	0	0	0.00%	0	0	0	0.00%
Operational Contingency	10,000	0	-10,000	-100.00%	622	0	-622	100.00%
Equipment Depreciation Expense	0	5,438	5,438	0.00%	622	0	-622	100.00%
Professional Services/ Subcontractors	10,150	3,000	-7,150	-70.44%	439,839	802,854	363,015	82.53%
<b>Miscellaneous Totals</b>	<b>96,346</b>	<b>86,935</b>	<b>-9,411</b>	<b>-9.77%</b>	<b>457,948</b>	<b>833,262</b>	<b>375,314</b>	<b>81.96%</b>
<b>TOTAL OPERATIONS</b>	<b>890,620</b>	<b>936,826</b>	<b>46,206</b>	<b>5.19%</b>	<b>554,539</b>	<b>942,835</b>	<b>388,296</b>	<b>70.02%</b>

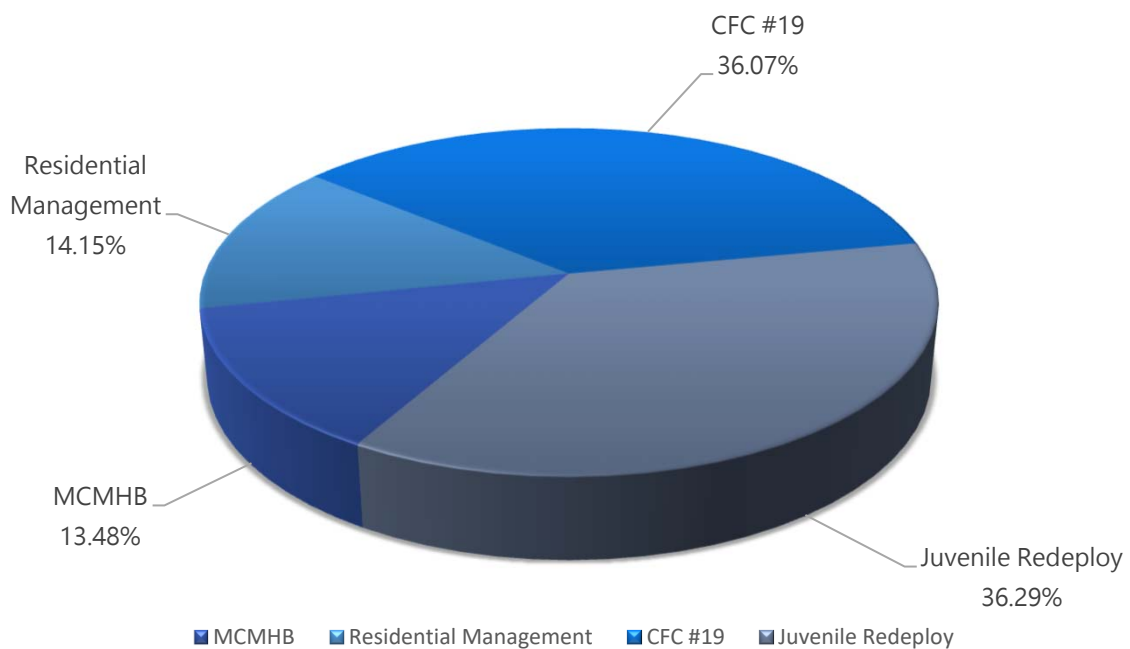


	FY21		FY22	
MCMHB	354,751	16.77%	350,135	13.48%
Residential Management	315,875	14.93%	367,602	14.15%
CFC #19	890,620	42.09%	936,826	36.07%
Juvenile Redeploy	554,539	26.21%	942,835	36.30%
<b>Total Expenses</b>	<b>2,115,786</b>	<b>100.00%</b>	<b>2,597,399</b>	<b>100.00%</b>

**FY21 Operations Expense**



**FY22 Operations Expense**



# SYSTEM SUPPORT

## FY22 Proposed System Support

The proposed System Support includes a \$26,000 increase for the additional funds needed for the FY22 Unmet Needs survey and report presentation. Electronic vouchering and compliance expenses are budgeted the same for FY22.

	FY21 Proposed	FY22 Proposed	Variance	Comments
Planning	\$ 10,000	\$ 36,000	\$ 26,000	Unmet Needs year
Electronic Vouchering/Website Maintenance	\$ 21,000	\$ 21,000	\$0	based on projected FY21 expenses
Compliance	\$ 30,000	\$ 30,000	\$0	includes contractual & MCMHB staff
<b>Totals</b>	<b>\$ 61,000</b>	<b>\$ 87,000</b>	<b>\$ 26,000</b>	

# FIXED ASSETS FUND

## FY22 Fixed Asset Fund

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- The Fixed Asset Fund is a reserve for major capital items and as an equipment replacement fund e.g. equipment, computers for the office etc. The balance was built without use of any local tax dollars. Rent payments, contract for deed payments and investment earnings
- The Fixed Asset Fund began FY21 with a balance of \$90,232. There were no funds used towards the purchase of equipment or awards in FY21. The Board chose to utilize other funds to cover costs of the FY21 move. Therefore, the projected year-end balance of the Fixed Asset Fund is projected to be around \$90,473.
- No expenses are being proposed from this fund at this point in time.

# SERVICES

### Comments: Services

- The proposed FY22 budget proposal allocates \$4,425,646 for services. Of this, \$2,390,219 is apportioned to annualized services supported by the local property tax levy. This is a 15.63% increase or \$323,084 more than the FY21 beginning budget. This increase in total services includes a large increase in the State contract for Juvenile Redeploy. The Board was also able to include one-time 10% increases to all programs returning funding levels prior to the 10% cut that occurred in FY18. In addition, the Board was able to fund several new pilot programs as well as fund some expansions of previously funded programs.
- The next pages detail each service funded, as well as totals by disability group and funding source category. The State-supported CFC #19 and Juvenile Redeploy funding amounts are based on feedback from the State Department of Human Services' departments related to the contracts for FY22. Please recognize that the State could change these figures dependent on the State's budget process.
- Services with changes are presented individually with recommendations for increases or decreases. A ten percent increase is proposed for annualized services. At present, it will be viewed as a one-time award. If the next year's budget allows, this increase may remain in place in FY23. Additional recommended changes above the 10% or new pilot programs are as follows:
  - **Decatur Police Counseling:** Rate increase of \$10,000. Funding for this program allows a Decatur Police Department Liaison to provide direct supportive services for officers and other law enforcement personnel, both at the department and in ride-alongs in the field.
  - **Decatur Public Library Social Worker:** A new service funding of \$30,000. This was a mid-year pilot program for FY21. It was originally awarded \$25,000 in FY21. Funding for a social worker to provide linkage to needed services (MH, SA, Housing, Medical, etc.) for persons at the Decatur Public Library who require the assistance. They typically will have an MI, SA, or both MI/SA issues.

- **Rental Assistance:** Rate increase of \$2,500. Staff is expecting an increase in requests related to rental assistance services that include utility assistance, apartment set-up, and security deposit allowance.
- **CHELP Dementia Education & Outreach:** Funding of \$10,000 for a new pilot program. Funding for this program allows CHELP to provide outreach education and training to the community at large in order to recognize signs of dementia, with the ultimate goal of reducing calls to law enforcement to intervene in situations when interactions are related to dementia.
- **MCMHB ABA:** Rate decrease of \$4,000. This service was discontinued by MCMHB due to lack of activity.
- **Meridian Hawk Hangout:** Rate decrease of \$29,783. This service was discontinued FY21 by the agency.
- **Heritage Substance Abuse Treatment Incentives:** Rate increase of \$5,000. This follows evidenced-based practice that increases engagement in services and retention through contingency management.
- **Heritage Integrated Mental Health Services:** Rate decrease of \$66,150. This service was defunded in FY21 by request of HBHC. The funds were then utilized for a newly-funded Intensive Support Services program.
- **Boys & Girls Club Smart Moves:** Rate increase of \$13,310. This additional funding will allow expansion of the existing program.
- **Heritage Intensive Support Services:** A new service funding of \$72,765. In FY21, HBHC asked to move funds from their Integrated Mental Health Service to utilize the funds for this new program mid-year. This rate also includes a ten percent increase from the total that was moved in FY21.
- **Catholic Charities Elderly Guardianship:** Rate increase of \$8,332. This additional funding will allow expansion of the existing program.



- **Boys & Girls Club Modified Case Management:** Rate increase of \$18,380. This additional funding will allow expansion of the existing program.
  - **Service Contingency:** Rate increase of \$9,128 to the current funding level. Service Contingency is utilized for small one-time funding requests not to exceed \$3,000. The increased funding is based on projected requests.
  - **Service Development:** Rate increase of \$120,000 to the current funding level. Service development is utilized for one-time funding to agencies for programs or services not currently funded by the Board and can be utilized for pilot program start-ups. The increased funding is based on projected requests.
  - **Woodford One-Time Construction Grant:** Rate decrease of \$40,000. This was a one-time grant awarded in FY21. It was not renewed in FY22.
- The following pages detail each service funded, as well as totals by disability group and funding source category. All State-supported services funding amounts are based on current proposed contracts for FY22. The State has reserved the right to decrease/increase funding during the fiscal year and before they sign contracts. CFC #19 and Juvenile Redeploy funds are displayed based on the State's formula for funding this service. Each service is displayed with the recommended level of funding for FY22, and the difference from the level in FY21 is displayed. Brief descriptions for the changes are also detailed.

## Summary of Proposed Services

	FY21 Proposed	FY22 Proposed	% Change
<b>MCMHB Annualized Services</b>			
<b>Total</b>	<b>\$ 2,067,134</b>	<b>\$ 2,390,219</b>	<b>15.63%</b>
Mental Illness	\$ 599,750	\$ 636,961	6.20%
Developmental Disabilities	\$ 292,331	\$ 317,162	8.49%
Substance Abuse	\$ 127,320	\$ 123,011	-3.38%
Combined Disabilities	\$ 1,047,733	\$ 1,313,084	25.33%
<b>State and/or Federal Funding</b>			
<b>Total</b>	<b>\$ 1,598,538</b>	<b>\$ 2,035,427</b>	<b>27.33%</b>
Mental Illness	\$ -	\$ -	0.00%
Developmental Disabilities	\$ 1,043,999	\$ 1,092,865	4.68%
Substance Abuse	\$ -	\$ -	0.00%
Combined Disabilities	\$ 554,539	\$ 942,562	69.97%
<b>Total Services</b>			
<b>Total</b>	<b>\$ 3,665,672</b>	<b>\$ 4,425,646</b>	<b>20.73%</b>
Mental Illness	\$ 599,750	\$ 636,961	0.00%
Developmental Disabilities	\$ 1,336,330	\$ 1,410,027	5.51%
Substance Abuse	\$ 127,320	\$ 123,011	0.00%
Combined Disabilities	\$ 1,602,272	\$ 2,255,646	40.78%

## 708 Annualized Services Funding

Mental Health / Mental Illness Developmental Disabilities Substance Abuse Combined Disabilities	FY2021 Proposed Budget	FY2022 Proposed Budget	Variance	%	Comments
<i>Mental Health / Mental Illness</i>					
Dove Domestic Violence	\$72,442	\$79,686	\$7,244	10.00%	
Heritage Integrated Mental Hlth Services	\$66,150	\$0	-\$66,150	-100.00%	Moved mid FY21 to HBHC Intensive Support
Heritage Mental Health Individual Assistance	\$46,246	\$50,871	\$4,625	10.00%	
Macon County Court Sex Offender Evals	\$15,000	\$16,500	\$1,500	10.00%	
Decatur Public Library Social Worker	\$0	\$30,000	\$30,000	100.00%	Funded mid-year FY21 as pilot program
WCYA CCBYS Match	\$33,425	\$36,768	\$3,343	10.00%	Required match by State of Illinois
Hidden Victims	\$5,715	\$6,287	\$572	10.00%	
MHC-MCMHB MHC Coordinator	\$39,900	\$43,890	\$3,990	10.00%	
MHC-Public Defender	\$16,000	\$17,600	\$1,600	10.00%	
MHC-Heritage	\$33,863	\$37,249	\$3,387	10.00%	
MHC-States Attorney	\$17,100	\$18,810	\$1,710	10.00%	
Crossings Mental Health Services	\$40,500	\$44,550	\$4,050	10.00%	
Catholic Charities SAP Counseling	\$40,200	\$44,220	\$4,020	10.00%	
WCYA Family Advocate	\$21,225	\$23,348	\$2,123	10.00%	Required match by State of Illinois
Decatur Police Counseling	\$20,000	\$30,000	\$10,000	50.00%	Increased due to expected needs
Rental Assistance	\$5,000	\$7,500	\$2,500	50.00%	Increased due to expected needs
MRI Psycho-Social Work	\$97,043	\$106,747	\$9,704	10.00%	
Camelot Residential Live-in	\$14,971	\$16,468	\$1,497	10.00%	
Charles Street Residential Live-in	\$14,971	\$16,468	\$1,497	10.00%	
CHELP Dementia Education and Outreach	\$0	\$10,000	\$10,000	100.00%	New pilot program
<i>Developmental Disabilities</i>					
MCMHB ABA	\$4,000	\$0	-\$4,000	-100.00%	Program ended
MRI/Independence Pointe Summer Program	\$196,746	\$216,421	\$19,674	10.00%	
MRI/Independence Pointe Parent's Night Out	\$28,077	\$30,885	\$2,807	10.00%	
MRI Center-based Repite Care	\$59,007	\$64,907	\$5,900	10.00%	
Early Intervention 4-5	\$4,500	\$4,950	\$450	10.00%	
<i>Substance Abuse</i>					
Tyler Yount Foundation Ltd	\$4,500	\$4,950	\$450	10.00%	Naloxene funding
Heritage Deferred Prosecution	\$13,500	\$14,850	\$1,350	10.00%	
Heritage Substance Abuse Rx	\$31,500	\$34,650	\$3,150	10.00%	
Heritage Substance Abuse Treatment Incentives	\$10,000	\$15,000	\$5,000	50.00%	FY21 pilot program
SAO Deferred Prosecution	\$22,144	\$24,358	\$2,214	10.00%	
Boys & Girls Club Smart Moves	\$15,893	\$29,203	\$13,310	83.75%	
Meridian Hawk Hangout	\$29,783	\$0	-\$29,783	-100.00%	Program ended

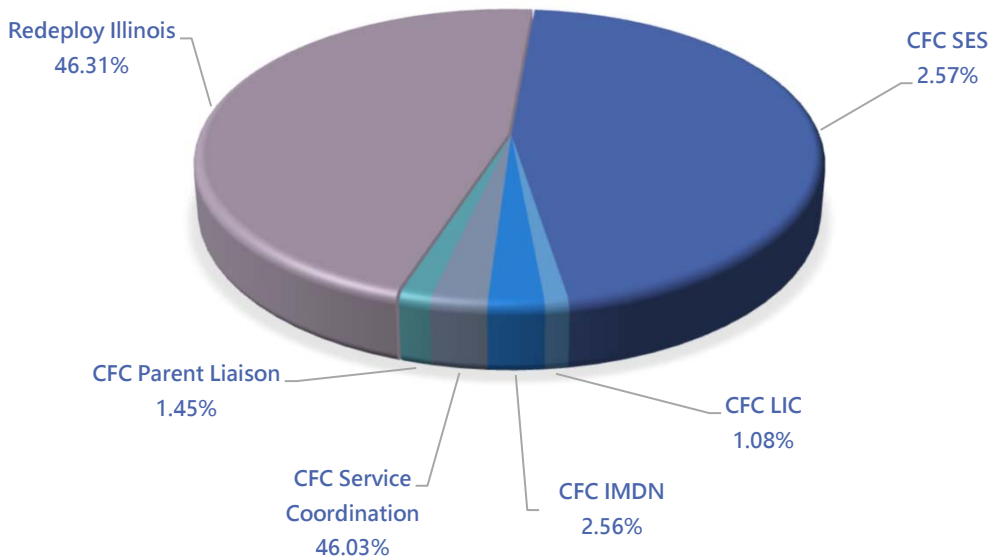
## 708 Annualized Services Funding

Mental Health / Mental Illness  
 Developmental Disabilities  
 Substance Abuse  
 Combined Disabilities

	FY2021 Proposed Budget	FY2022 Proposed Budget	Variance	%	Comments
<b><i>Combined Disabilities</i></b>					
Heritage Intensive Support Services	\$0	\$72,765	\$72,765	100.00%	Moved mid FY21 from Heritage Integrated MH
Heritage Oasis	\$45,000	\$49,500	\$4,500	10.00%	
Heritage Crisis Residential	\$92,371	\$101,608	\$9,238	10.00%	
MC Sheriff Law Enforcement Counsel & Psych	\$94,910	\$104,401	\$9,491	10.00%	
Cath Char Elderly Guardianship	\$71,668	\$80,000	\$8,332	11.63%	
Cath Char Grdnship Ref & Srvs	\$23,206	\$25,527	\$2,321	10.00%	
Cath Char Faith in Action	\$22,153	\$24,368	\$2,215	10.00%	
B & G Club Modified Case Mngt	\$22,742	\$41,122	\$18,380	80.82%	
Macon County Public Defender	\$7,948	\$8,743	\$795	10.00%	
WCYA Crisis Youth Housing	\$79,319	\$87,251	\$7,932	10.00%	
Early Behavioral Interventionist Pilot Program	\$30,000	\$33,000	\$3,000	10.00%	
District #61 SAP etc	\$105,000	\$115,500	\$10,500	10.00%	
Maroa-Forsyth SAP	\$6,546	\$7,200	\$655	10.00%	
Mt. Zion SAP	\$9,927	\$10,920	\$993	10.00%	
Warrensburg-Latham SAP	\$8,100	\$8,910	\$810	10.00%	
Meridian SAP	\$1,800	\$1,980	\$180	10.00%	
Woodford Homes	\$101,430	\$111,573	\$10,143	10.00%	
Charles Street	\$21,418	\$23,560	\$2,142	10.00%	
Camelot	\$21,418	\$23,560	\$2,142	10.00%	
Supported Living Residential	\$38,900	\$42,790	\$3,890	10.00%	
Disaster Services	\$38,006	\$41,807	\$3,801	10.00%	
Woodford Facility Srvs	\$20,000	\$22,000	\$2,000	10.00%	
Woodford One-Time Construction Grant	\$40,000	\$0	-\$40,000	-100.00%	
Service Development	\$80,000	\$200,000	\$120,000	150.00%	Increase due to expected one-time requests
Services Contingency	\$65,872	\$75,000	\$9,128	13.86%	Increase due to expected one-time requests
Mental Health / Mental Illness	\$599,750	\$636,961	\$37,211	6.20%	
Developmental Disabilities	\$292,331	\$317,162	\$24,832	8.49%	
Substance Abuse	\$127,320	\$123,011	-\$4,309	-3.38%	
Combined Disabilities	\$1,047,733	\$1,313,084	\$265,351	25.33%	
<b><i>Grand Total Annualized Services</i></b>	<b>\$2,067,134</b>	<b>\$2,390,219</b>	<b>\$323,084</b>	<b>15.63%</b>	

	FY21 Proposed		FY22 Proposed	
CFC Service Coordination	890,620	55.71%	936,826	46.03%
CFC LIC Activities	22,000	1.38%	22,000	1.08%
CFC IMDN Activities	51,129	3.20%	52,164	2.56%
CFC Social Emotional Activities	51,360	3.21%	52,400	2.57%
CFC Parent Liaison Activities	28,890	1.81%	29,475	1.45%
Redeploy Illinois Program	554,539	34.69%	942,562	46.31%
<b>Total State Funded Programs</b>	<b>1,598,538</b>	<b>100.00%</b>	<b>2,035,427</b>	<b>100.00%</b>

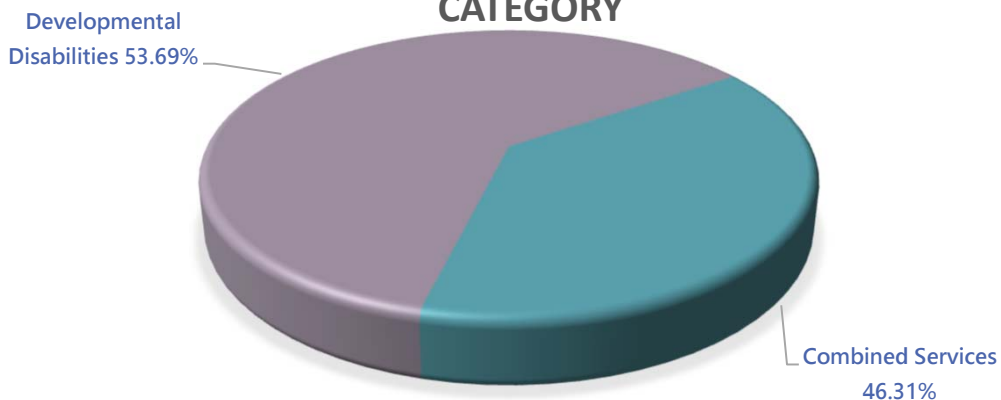
### FY22 STATE FUNDED PROGRAMS BY ACTIVITY



### FY22 Proposed

Developmental Disabilities	1,092,865	53.69%
Combined Disabilities	942,562	46.31%
<b>Total State Funded Services</b>	<b>2,035,427</b>	<b>100%</b>

### FY22 STATE FUNDED PROGRAMS BY SERVICE CATEGORY



## SERVICES REFERENCE SHEET

### *Mental Health / Mental Illness*

Service/Provider	Type	Target Age	Service Description	FY22 Proposed Funding
Camelot Residential Live-in	Grant	18+	Funding to support expenses related to the live-in manager at the Camelot Supportive Housing apartments.	\$ 16,468
Catholic Charities Student Assistance Program	POS	Students (Enrolled in Macon County Catholic schools)	Student Assistance services are an array of services that include substance use prevention services, psycho-educational presentations, individual or group counseling, assessment or evaluation for substance use and mental health problems or disorders, or appropriate mental health or substance use referrals for students. Services could also include family counseling or consultations with family, when appropriate.	\$ 44,220
Charles Street Residential Live-in	Grant	18+	Funding to support expenses related to the live-in manager at the Charles Street Supportive Housing apartments.	\$ 16,468
Crossing Healthcare Mental Health Services	POS	12+	Mental health services for youth/adults exhibiting symptoms of behavioral or emotional disorder.	\$ 44,550
Dove Domestic Violence	POS	18+	Funding to assist in advocacy, referral, and counseling services for victims of domestic violence.	\$ 79,686
Decatur Police Counseling	POS	18+	Funding to allow DPD Liaison to provide direct supportive services for officers and other law enforcement personnel.	\$ 30,000
Decatur Public Library Social Worker	Grant	18+	Funding for a Social Worker to provide linkage to needed services (MH, SA, Housing, Medical, etc.) for persons at the Decatur Public Library who require the assistance. They typically will have an MI, SA, or both MI/SA issues.	\$30,000

**SERVICES REFERENCE SHEET***Mental Health / Mental Illness*

<b>Service/Provider</b>	<b>Type</b>	<b>Target Age</b>	<b>Service Description</b>	<b>FY22 Proposed Funding</b>
HBHC Mental Health Individualized Assistance	POS	18+	Mental Health Individualized Assistance seeks to provide necessary mental health services, specifically assessment and community-based mental health services, to individuals with serious mental illness. In addition, it has provided access to services for individuals with severe and persistent mental illness who require community-based services that are not funded by Medicare or private insurance.	\$ 50,871
Hidden Victims	POS	All ages	Provides counseling and palliative services to individuals, couples, and families who have experienced severe injury or death of a family member or loved one who was the victim of a violent crime in Macon County.	\$ 6,287
Macon County Court Services Sex Offender Evaluations	POS	Under 18	Funding for appropriate evaluation of identified juvenile sexual offenders.	\$ 16,500
MCMHB Mental Health Court Services Coordinator	Grant	18+	Funding for staff person responsible for coordinating the overall Mental Health Court process. Interacts with potential and current participants. Coordinates services with other agencies.	\$ 43,890
Mental Health Court: Heritage Behavioral Health Services	Grant	18+	Funding to cover expenses related to Mental Health Court services provided to participants by HBHC.	\$37,249
Mental Health Court: Public Defender	Grant	18+	Funding to cover expenses relating to Mental Health Court services provided to participants by an Assistant Public Defender.	\$ 17,600
Mental Health Court: State's Attorney	Grant	18+	Funding to cover expenses related to Mental Health Court services provided to participants by a State's Attorney.	\$ 18,810

**SERVICES REFERENCE SHEET***Mental Health / Mental Illness*

<b>Service/Provider</b>	<b>Type</b>	<b>Target Age</b>	<b>Service Description</b>	<b>FY22 Proposed Funding</b>
MRI Psycho-Social Work	POS	18+	Developing work-related skills and capabilities for adults with chronic mental illness. An initial assessment of work readiness, participation in hands-on job training and paid work opportunities, individual counseling (non-clinical) as needed, assistance accessing entitlements and community resources, classes covering identified deficit areas, prevocational topics, vocational topics, and work skills development.	\$ 106,747
Rental Assistance	Grant	18+	Funding to assist Woodford residents in the interim period while waiting for Section 8 approval. Funding may also be used to assist in the purchase of start-up supplies.	\$ 7,500
Webster Cantrell Youth Advocacy – CCBYS Match	Grant	10-17	This program provides 24-hour crisis intervention services that are available to youth and their families. CCBYS provides community-based interventions, counseling (crisis, family, and individual), case management, weekly teen group, and care coordination.	\$ 36,768
Webster Cantrell Youth Advocacy - Family Advocate	POS	0-17	This program provides intensive in-home services for abused and neglected children and their families.	\$ 23,348



## SERVICES REFERENCE SHEET

### *Developmental Disabilities*

Service/Provider	Type	Target Age	Service Description	FY22 Recommended Funding
MCMHB Early Intervention 4-5	POS	4-5	Funding for an array of services for children who have aged out of the State's birth to three program with developmental delay.	\$ 4,950
Macon Resources – Parent's Night Out	Grant	1-14	Provides respite for families of children with developmental disabilities.	\$ 30,885
Macon Resources – Center-based Respite Care	POS	18-22	Provides after school/developmental training to facilitate transition from school to home and includes group and individual activities.	\$ 64,907
Macon Resources - Summer Services for Youth with Developmental Disabilities	Grant	2-22	Funding to support three services: Camp Earth, Social Skills Camp, and ABA. ABA: 2 to 8 years of age; 90-minute individual sessions. Autism Social Skills Camps: 10 to 18 years of age; involve small group and individual socialization activities/training. Camp Earth: 16 to 22 years of age; involves designing and landscaping, socialization activities, crafts, and games.	\$ 216,421

## SERVICES REFERENCE SHEET

### *Substance Abuse*

Service/Provider	Type	Target Age	Service Description	FY22 Proposed Funding
Boys & Girls Club Smart Moves	POS	7-18	Six cycles of five sessions will be implemented for the Smart Moves program serving 65 youth. These youth will learn about proper hygiene, proper food, and how to make better decisions in the community while building self-confidence.	\$ 29,203
HBHC Deferred Prosecution	POS	18+	Funding for psychoeducational classes for certain offenders of drug or drug-related crimes.	\$ 14,850
HBHC Substance Abuse Services	POS	18+	Links Macon County residents to medically necessary treatment. The Drug Court has specific outcomes that include: decreasing reoccurring arrests; decreasing days in jail; increasing access to mental health services; coordinating mental health services; and enhancing public safety.	\$ 34,650
HBHC SA Treatment Incentives	POS	18+	Contingency management used to motivate individuals in SA programs to engage and remain in treatment.	\$ 15,000
State's Attorney's Office Deferred Prosecution	Grant	18+	Case management to coordinate services between SAO and HBHC and provide follow-up for first-time offenders of various drug and drug-related felony and misdemeanor charges and approved for the program by the Macon County State's Attorney's Office.	\$ 24,358
Tyler Yount Foundation	Grant	All ages	Purchase Narcan, train any at-risk persons, families, or first responders in the use of Narcan, and distribute the Narcan at no cost to those in need throughout our area so that it is available in the event of an opiate overdose. Made available to responders and those working with at-risk individuals.	\$ 4,950

## SERVICES REFERENCE SHEET

### *Combined Disabilities*

Service/Provider	Type	Target Age	Service Description	FY22 Proposed Funding
Boys & Girls Club Modified Case Management	Grant	7-18	The Case Modified Management program will consist of members being monitored at school, at home, and at the Club to better address any social or emotional issues. Members will meet monthly as a group for fun incentive field trips.	\$ 41,122
Camelot Apts.	Grant	18+	Funding to assist with expenses related to the operation of this apartment building for persons with a mental, developmental, physical, and/or substance use disorder.	\$ 23,560
Catholic Charities Elderly Guardianship	POS	MI: 60+ and DD: 50+	The purpose of this service is to provide "guardianship of person" for indigent elderly individuals with a mental disorder and elderly with developmental disability. This service includes collateral contacts, transportation, correspondence review, and court attendance.	\$ 80,000
Catholic Charities Faith in Action	Grant	55+	The primary purpose of Faith in Action is to fill the gaps for services that are not currently being offered or are unattainable because of stringent guidelines or affordability. Volunteers assist individuals and their families who are struggling with chronic health conditions to maintain their independence, dignity, and quality of life.	\$ 24,368
Catholic Charities Guardian Referral and Services	POS	MI: 60+; DD: 50+; Alternative cases: 18+	Eldercare Options offers guidance, education, and assistance to individuals who are seeking information about adult guardianship. This service also provides information on how to assess, counsel, and determine the need for guardianship for elderly and/or disabled adults.	\$ 25,527
Charles Street Apts.	Grant	18+	Funding to assist with expenses related to the operation of this apartment building for persons with a mental, developmental, physical, and/or substance disorder.	\$ 23,560

**SERVICES REFERENCE SHEET***Combined Disabilities*

Service/Provider	Type	Target Age	Service Description	FY22 Proposed Funding
Disaster	Grant	All ages	Funding for MH support in the event of a disaster and Critical Incident Stress Management for emergency service workers.	\$ 41,807
Early Behavioral Interventionist Pilot Program	Grant	Pre-K	Joint pilot program with MCMHB, United Way, Heritage Behavioral Health, the Community Foundation of Decatur, and Macon County that subsidizes a clinician to respond to requests for observation/evaluation of children in various pre-school locations throughout the Macon County area who are displaying challenging behavioral issues.	\$ 33,000
HBHC Crisis Residential	POS	18-65	Provides a safe and therapeutic environment for individuals experiencing a mental health crisis. In addition, the Crisis Unit is an alternative to inpatient psychiatric hospitalization in a less restrictive setting.	\$ 101,608
HBHC Intensive Support Services	POS	18+	Provides local match funding for the Intensive Support Services Program that provides linkage to needed resources, e.g. housing, as well as case management, community support, and other treatment services to persons who are homeless or are at significant risk of homelessness. While not an eligibility criterion, most of the persons served have MH, SA, or both MI/SA issues.	\$72,765
HBHC Oasis Center	POS	18-64	The Oasis Day Center provides a safe alternative to the streets, protection from the elements, and one-on-one assistance for homeless adults and those at risk of becoming homeless who lack basic support for success. Oasis provides individuals with basic services such as access to laundry, shower, mail delivery, storage of personal belongings, internet access, assistance with obtaining vital documents, and telephone services.	\$ 49,500

**SERVICES REFERENCE SHEET***Combined Disabilities*

<b>Service/Provider</b>	<b>Type</b>	<b>Target Age</b>	<b>Service Description</b>	<b>FY22 Proposed Funding</b>
Macon County Sheriff Law Enforcement Counseling and Psychiatric Services	POS	18+	Crisis intervention and counseling for inmates of the Macon County Jail. Services include: psychiatric services, mental health counseling, crisis intervention, the establishment of behavioral health aftercare services, medication assessment, suicidal risk assessment and intervention, coordination of special programs such as alcoholics anonymous, anger management, drug and alcohol rehab services, individual and group counseling, and many other services for managing behavioral health needs.	\$ 104,401
Macon County Public Defender Office	Grant	18+	Funding to assist with the cost of psychological assessments for clients of the public defender. The goal is to identify unfit clients and have them restored to fitness so they can assist their attorney in their representation or to look at alternative methods of proceedings in their case.	\$ 8,743
Services Contingency	Grant	All ages	A pool of funds for awarding small one-time grants for unfunded services in the community.	\$ 75,000
Service Development	Grant	All ages	One-time funding to be utilized for development of new services/programs in the community.	\$ 200,000
Student Assistance Program (Several school districts)	POS	Students	Funding to provide identification and early identification of MI or SA problems and referrals for students.	\$ 29,010
Student Assistance Program (District #61)	POS	Students	Funding to provide identification of MI or SA problems counseling and referrals for District 61 students.	\$ 115,500
Supported Living Residential	Grant	18+	Funding for supportive care coordination.	\$ 42,790

**GRAND TOTALS / FUND BALANCE**

**GRAND TOTALS**

Expenses:	<u>FY21 Proposed</u>	<u>FY21 Current</u>	<u>FY22 Proposed</u>
708 Operations	\$ 354,751	\$ 354,751	\$ 350,135
System Support Operations	\$ 1,267,495	\$ 1,267,495	\$ 1,391,428
Services	\$ 2,775,053	\$ 3,222,437	\$ 3,488,820
Grand Total	<u>\$ 4,397,299</u>	<u>\$ 4,844,683</u>	<u>\$ 5,230,383</u>
	<u>FY21 Proposed</u>	<u>FY21 Current</u>	<u>FY22 Proposed</u>
Grand Total Expenses	\$ 4,397,299	\$ 4,844,683	\$ 5,230,383
Grand Total Income	\$ 4,397,299	\$ 4,501,300	\$ 4,954,326
Reserve from Fund Balance	\$ -	\$ (343,383)	\$ 276,057

One month's operating expenses are \$435,865. The ending fund balance projection for FY22 will be approximately \$2,338,741, which will be the FY23 beginning Fund Balance. The general fund balance is projected as follows:

FY22 Beginning	\$ 2,700,799
I. Assigned	
A. Board Bond	\$ 25,000
B. Tax Refund	\$ 25,000
C. Budget Reserve	\$ 276,058
D. Focus on the Future Planning Reserve	\$ 36,000
II. Unassigned	\$ 2,890,857
A. Four Months' Expenses	\$ 1,743,460
B. Amount Above Threshold (4 months)	\$ 1,147,397

The ending balance for FY22 would be conservatively projected at approximately \$2,338,741 if the Board does not do any one-time or additional funding. The fund balance projections are based on the following assumptions:

- \* No unexpected major expenses.
- \* Lapse dollars for services will not follow recent patterns but rather historical patterns.
- \* The Board does not initiate any expenses, service or operational, that does not have new income to support the expense.

In order to operate at the same level in FY23 as in FY22, the following assumptions are necessary:

- \* The Board does not increase service or operational expenses without an increase in income to cover those expenses.
- \* No unexpected major expenses.

# NOTES



## Note # 1

### Macon County Mental Health Board

#### Cost Allocation Plan

A diligent attempt should be made to determine the appropriate cost center(s) to be charged for agency expenses. Costs that cannot be directly identified to a particular cost center will be allocated as indicated below. As new indirect expenses are incurred, these expenses will be added to the cost allocation plan based on an appropriate methodology for that expense. It is important to note that the expense categories that are listed in the allocation plan may also include a portion that is direct. The portion of the expense that is direct will be charged directly to that program. Only the indirect portion will be allocated based on the appropriate methodology.

**Personnel based allocations:** This category includes expenses that may increase or decrease based on the number of employees in each particular department. As part of the annual budgeting process, a spreadsheet will be created to divide each employee's time among cost centers. The total amount of personnel time spent in each cost center will be translated into FTE's or full-time equivalents. Indirect expenses in this category will be allocated based on the percentage of FTE's to total FTE's of all benefiting cost centers. Currently the following indirect expenses are allocated by FTE's:

- Temporary Employment Services
- Office Supplies
- Telecommunications Expense
- Internet Service
- Professional Liability Insurance
- Data Breach Insurance
- Memberships

**Occupancy based allocations:** These particular expenses will usually not increase or decrease substantially, if at all, based on the number of employees in each department. These expenses are split between cost centers based on the ratio of directly occupied space to total agency occupied space. The following expenses are currently allocated using this method:

- Office Lease
- Property Insurance

**Revenue based allocations:** Occasionally there are expenses where it is appropriate to allocate based on ratio of cost center revenue to total agency revenues. Currently we have two expenses that are allocated using this method:

- Audit Expense
- Association dues

**Non-state funded program expenses:** There are a few indirect expenses that offer little, if any, tangible benefit to the state-funded programs. These expenses are allocated among only the 708 Disaster and Residential cost centers based on either the Executive Director's salary allocation or the ratio of staff time between those two cost centers, whichever is appropriate. Currently the following expenses are allocated using one of these methods:

- Directors & Officers Liability Insurance (staff time)
- Bond (staff time)
- Legal Expense (staff time)
- Automobile Expenses (Executive Director's time)