



Date: October 20, 2021

To: Local Mental Health Board Members
Karen Larsen, Director, Yolo County Health and Human Services Agency

From: Petrea Marchand, President, NAMI Yolo County
Anya McCann, Vice President, NAMI Yolo County
Stacie Frerichs, Treasurer, NAMI Yolo County

RE: Proposed Process to Consider New Projects for Mental Health Services Act
Funding

This memo proposes a process for the community to recommend new projects for Mental Health Services Act (MHSA) funding for inclusion in the 2022-23 Annual Expenditure Plan, due to the Yolo County Board of Supervisors in June 2022. The NAMI Yolo County Board of Directors will consider support for this process at their October 28th meeting.

Proposed Process to Consider New Projects

We recommend the Yolo County Health and Human Services Agency (HHSA) adopt the following process for soliciting new projects for allocation of available MHSA funding, which we understand could total as much as \$20 million over the next two fiscal years (2021-22 and 2022-23). We understand the current process involves providing proposed projects at the October 21, 2021 Community Engagement Working Group, which does not provide stakeholders enough time to develop robust projects for consideration.

1. **Utilize a project description and budget template.** NAMI Yolo County proposes the attached sample project description and budget template for consideration (Attachment B and C). The project description should provide information about responsible party, site control, costs, and other information necessary to determine whether a proposal is viable.

2. **Assist stakeholders with securing the data necessary to complete the project description and budget template.** Some proposals will require data from the HHSa to complete. We suggest working with project proponents to provide that data and further develop the project.

3. **Provide stakeholders with sufficient time to develop proposals.** At the September Community Engagement Workgroup, HHSa staff suggested stakeholders should provide project proposals within one month. Stakeholders need more time to secure the data and conduct the research needed for develop proposals. We suggest the following timeline, but are obviously open to other alternatives that provide stakeholders with sufficient time to develop projects:
 - **November 15, 2021:** Deadline for draft proposals
 - **December 15, 2021:** Deadline for HHSa to work with stakeholders to provide data needed for project proposals (schedule meetings between 11/15 and 12/15)
 - **January 15, 2022:** Final proposals due to HHSa
 - **January 2022:** HHSa provides all proposals submitted to Community Engagement Workgroup and Local Mental Health Board and requests comments
 - **February 2022:** HHSa proposes criteria for ranking projects and allocating funding and seeks feedback on these criteria from Community Engagement Workgroup and Local Mental Health Board.
 - **March 2022:** HHSa provides draft recommendations for priority projects recommended for funding to Community Engagement Workgroup and Local Mental Health Board
 - **May-June 2022:** HHSa prepares annual report and presents recommendations to Board of Supervisors for allocation of funds to MHSA programs for 2022-23