



C A L I F O R N I A   D E P A R T M E N T   O F  
**Mental Health**

1600 9th Street, Sacramento, CA 95814  
(916) 653-2358

September 11, 2008

DMH INFORMATION NOTICE NO.: 08-25

**TO:** LOCAL MENTAL HEALTH DIRECTORS  
LOCAL MENTAL HEALTH PROGRAM CHIEFS  
LOCAL MENTAL HEALTH ADMINISTRATORS  
COUNTY ADMINISTRATIVE OFFICERS  
CHAIRPERSONS, LOCAL MENTAL HEALTH BOARDS

**SUBJECT:** ASSIGNMENT OF MENTAL HEALTH SERVICES ACT (MHSA)  
PREVENTION AND EARLY INTERVENTION (PEI) FUNDS FOR  
PEI STATEWIDE PROJECTS

**REFERENCE:** WELFARE AND INSTITUTIONS CODE (WIC) SECTION 5840

This Information Notice transmits instructions to Counties<sup>1</sup> that may want to assign PEI funds to the California Department of Mental Health (DMH) for the following PEI Statewide Projects:

1. Suicide Prevention
2. Student Mental Health Initiative
3. Stigma and Discrimination Reduction

Please refer to Enclosure 1 for a more detailed description of these projects and Enclosure 2 for each County's specific PEI Planning Estimate that represents the amount of funding available annually for four years to the County for assignment to these three PEI Statewide Projects. The Planning Estimates for these Statewide Projects are in addition to (not a part of) the original Planning Estimates provided through Information Notice 07-19 (September 2007) that transmitted the PEI Proposed Guidelines.

### **Background**

In January 2007 and September 2007, the Mental Health Services Oversight and Accountability Commission (OAC) approved five PEI Statewide Projects and corresponding funding amounts. These Statewide Projects are also identified in the PEI Proposed Guidelines.

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<sup>1</sup> "County" may be a county mental health program, two or more counties acting jointly, or a city-operated mental health program pursuant to WIC Section 5701.5.

In May 2008, the OAC determined that the three PEI Statewide Projects noted above would be most effectively implemented through a single administrative entity and OAC approved a combined funding level of \$40 million each year for four years specifically for these three projects. DMH has agreed to implement these projects upon receiving funds from the Counties and the appropriate state budget authority. For DMH to access funds to implement the PEI Statewide Projects, it is necessary for Counties to assign funds to DMH for these projects.

These PEI Statewide Projects have been and will continue to be developed and implemented with involvement of County directors and the California Mental Health Directors Association (CMHDA), OAC staff and other stakeholders. A specific policy document, developed through the work of a diverse stakeholder committee, provides the foundation for each project. Please refer to Enclosure 1 for the website link to the policy documents for each of the three projects. Counties will continue to be represented during the implementation of the projects through participation on steering committees or ad hoc committees convened to coordinate state and local activities, to develop project elements, and to ensure program quality.

Counties will benefit directly and indirectly from these Statewide Projects through training and technical assistance provided to Counties and their PEI partners, support for the implementation of local PEI Projects, media and social marketing materials in multiple languages, model program sites, enhanced state and local partnerships, coordinated state and local efforts, research and evaluation, and statewide quality improvement activities. The descriptions in Enclosure 1 and the policy documents referenced above for each project provide more specific examples of the benefits to Counties.

For your information, the two other Statewide Projects are the Training, Technical Assistance and Capacity Building Project, which will be county-administered, and the Reducing Disparities Project through racial, ethnic and cultural specific programs, which will be initiated with the development of a statewide strategic plan. More information on both of these Statewide Projects is forthcoming.

### **Procedure for Assigning Funds**

The MHSA requires that services provided pursuant to the Act be implemented through contracts with individual counties or Counties acting jointly. The MHSA Agreement allows each County to assign funds in its Planning Estimates for any of the components to DMH for the purpose of implementing statewide MHSA programs or projects within that component on behalf of counties. Provision 10 of the MHSA Agreement indicates that such assignment will occur through an assignment agreement executed between the County and DMH which specifies the purpose and amount of the assignment and the source of the funds. These funds are subject to the three-year reversion policy, and once assigned, will be considered expended when spent by DMH.

Enclosure 3 is the MHSA PEI Statewide Projects Assignment Agreement that each County may use to assign its PEI Statewide Project Planning Estimate to the PEI Statewide Projects. In order for DMH to proceed and to enter into contracts to implement these Statewide Projects in a timely manner, the County, if it chooses to participate, must complete the Assignment Agreement by **November 14, 2008**, and mail the signed form to:

**California Department of Mental Health  
County Contracts and Technical Assistance Unit  
Attn: PEI Statewide Projects Assignment Agreement  
1600 9<sup>th</sup> Street, Room 100  
Sacramento, CA 95814**

If the County is in the process of assigning funds for the PEI Statewide Projects but cannot complete the process by November 14, please notify your DMH County Operations liaison. In early December 2008, DMH will provide an update to Counties on the status of this assignment process and the implementation of the Statewide Projects.

This PEI Statewide Projects Assignment Agreement must either be:

- signed by the individual designated by your County to act as fiscal and programmatic administrative agent for the purposes of your MHSA Agreement, or
- accompanied by a copy of the resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement authorizing this assignment.

Additionally, since the PEI Statewide Project Assignment Agreement is an update to the County's Three-Year Program and Expenditure Plan it is subject to the requirements contained in California Code of Regulations Title 9, Sections 3300, Community Program Planning Process; 3310, The Three Year Program and Expenditure Plan; and 3315(b), Local Review Process. If a County does not yet have a fully executed MHSA Agreement in place, the assignment will become effective with the execution of the County's MHSA Agreement.

If you have any questions about the assignment and MHSA Agreement process, please contact your County Liaison identified from the following link:

<http://www.dmh.ca.gov/docs/CoOpRoster.pdf>.

If you have questions or need additional information about the three Statewide Projects, please contact the following DMH staff:

Suicide Prevention	Cielo Avalos Sandra Black	<a href="mailto:Cielo.Avalos@dmh.ca.gov">Cielo.Avalos@dmh.ca.gov</a> <a href="mailto:Sandra.Black@dmh.ca.gov">Sandra.Black@dmh.ca.gov</a>	(916) 651-5769 (916) 651-1120
Student Mental Health Initiative	Michelle Lawson	<a href="mailto:Michelle.Lawson@dmh.ca.gov">Michelle.Lawson@dmh.ca.gov</a>	(916) 651-0692
Stigma and Discrimination Reduction	Jennifer Turner Barbara Marquez	<a href="mailto:Jennifer.Turner@dmh.ca.gov">Jennifer.Turner@dmh.ca.gov</a> <a href="mailto:Barbara.Marquez@dmh.ca.gov">Barbara.Marquez@dmh.ca.gov</a>	(916) 653-2969 (916) 654-1040

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The content areas identified for Statewide Projects have received support from stakeholders as important areas for investment as a statewide effort as part of the launch of PEI. The state level activities will build a foundation for and will complement local activities in these priority mental health arenas. We look forward to working jointly with you in these endeavors.

Sincerely,

Original signed by

STEPHEN W. MAYBERG, Ph.D.

Director

Enclosures

Enclosure 1 – Summary of PEI Statewide Projects

Enclosure 2 – PEI State-Administered Projects Planning Estimates

Enclosure 3 – Supplemental MHSA PEI Statewide Projects Assignment Agreement

cc: California Mental Health Directors Association  
California Mental Health Planning Council  
Mental Health Services Oversight and Accountability Commission