

I. State Information

State Information

Plan Year

Federal Fiscal Year 2024

State Identification Numbers

Unique Entity ID

EIN/TIN 62-6001445

I. State Agency to be the Grantee for the PATH Grant

Agency Name Tennessee Department of Mental Health and Substance Abuse Services

Organizational Unit Division of Mental Health Services

Mailing Address 500 Deaderick St. Andrew Jackson Bldg., 5th floor

City Nashville

Zip Code 37243

II. Authorized Representative for the PATH Grant

First Name Marie

Last Name Williams

Agency Name Tennessee Department of Mental Health and Substance Abuse Services

Mailing Address 500 Deaderick St. Andrew Jackson Bldg., 6th floor

City Nashville

Zip Code 37243

Telephone (615) 532-6500

Fax (615) 532-6514

Email Address marie.williams@tn.gov

III. Expenditure Period

From 7/1/2024

To 6/30/2025

IV. Date Submitted

NOTE: this field will be automatically populated when the application is submitted.

Submission Date

Revision Date

V. Contact Person Responsible for Application Submission

First Name Ashley

Last Name Siebert

Telephone 615-636-3268

Fax (615) 253-6822

Email Address ashley.n.siebert@tn.gov

Footnotes:

I. State Information

Assurances - Non-Construction Programs

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

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As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standard or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standard for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetland pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C.

§470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

HHS Assurances of Compliance (HHS 690)

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE DISCRIMINATION ACT OF 1975, AND SECTION 1557 OF THE AFFORDABLE CARE ACT

The Applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts, property, discounts or other Federal financial assistance from the U.S. Department of Health and Human Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 80), to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
2. Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 84), to the end that, in accordance with Section 504 of that Act and the Regulation, no otherwise qualified individual with a disability in the United States shall, solely by reason of her or his disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
3. Title IX of the Education Amendments of 1972 (Pub. L. 92-318), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 86), to the end that, in accordance with Title IX and the Regulation, no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity for which the Applicant receives Federal financial assistance from the Department.
4. The Age Discrimination Act of 1975 (Pub. L. 94-135), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 91), to the end that, in accordance with the Act and the Regulation, no person in the United States shall, on the basis of age, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
5. Section 1557 of the Affordable Care Act (Pub. L. 111-148), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 92), to the end that, in accordance with Section 1557 and the Regulation, no person in the United States shall, on the ground of race, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any health program or activity for which the Applicant receives Federal financial assistance from the Department.

The Applicant agrees that compliance with this assurance constitutes a condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees and assignees for the period during which such assistance is provided. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.

The grantee, as the awardee organization, is legally and financially responsible for all aspects of this award including funds provided to sub-recipients in accordance with 45 CFR ? 75.351-75.352, Subrecipient monitoring and management.

Name

Marie Williams

Title

Commissioner

Organization

TN Dept of Mental Health and Substance Abuse Services

Signature:

Date:

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

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2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standard or agency directives.
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Name



Marie Williams, LCSW

Title

Commissioner

Organization

Tennessee Department of Mental Health and Substance Abuse Services

Signature:



Date:

02/23/2024

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

I. State Information

Certifications

1. Certification Regarding Debarment and Suspension

The undersigned (authorized official signing for the applicant organization) certifies to the best of his or her knowledge and belief, that the applicant, defined as the primary participant in accordance with 2 CFR part 180, and its principals:

- a. Agrees to comply with 2 CFR Part 180, Subpart C by administering each lower tier subaward or contract that exceeds \$25,000 as a "covered transaction" and verify each lower tier participant of a "covered transaction" under the award is not presently debarred or otherwise disqualified from participation in this federally assisted project by:
 - a. Checking the Exclusion Extract located on the System for Award Management (SAM) at <http://sam.gov>
 - b. Collecting a certification statement similar to paragraph (a)
 - c. Inserting a clause or condition in the covered transaction with the lower tier contract

2. Certification Regarding Drug-Free Workplace Requirements

The undersigned (authorized official signing for the applicant organization) certifies that the applicant will, or will continue to, provide a drug-free workplace in accordance with 2 CFR Part 182b):

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's work-place and specifying the actions that will be taken against employees for violation of such prohibition;
- b. Establishing an ongoing drug-free awareness program to inform employees about--
 1. The dangers of drug abuse in the workplace;
 2. The grantee's policy of maintaining a drug-free workplace;
 3. Any available drug counseling, rehabilitation, and employee assistance programs; and
 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) above;
- d. Notifying the employee in the statement required by paragraph (a), above, that, as a condition of employment under the grant, the employee will--
 1. Abide by the terms of the statement; and
 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- e. Notifying the agency in writing within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- f. Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d) (2), with respect to any employee who is so convicted?
 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

3. Certifications Regarding Lobbying

Per 45 CFR 75.215, Recipients are subject to the restrictions on lobbying as set forth in 45 CFR part 93. Title 31, United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal grant or cooperative agreement must disclose lobbying undertaken with non-Federal (non- appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs. The undersigned (authorized official signing for the applicant organization) certifies, to the best of his or her knowledge and belief, that

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering

into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. (If needed, Standard Form-LLL, "Disclosure of Lobbying Activities," its instructions, and continuation sheet are included at the end of this application form.)
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4. Certification Regarding Program Fraud Civil Remedies Act (PFCRA) (31 U.S.C ? 3801- 3812)

The undersigned (authorized official signing for the applicant organization) certifies that the statements herein are true, complete, and accurate to the best of his or her knowledge, and that he or she is aware that any false, fictitious, or fraudulent statements or claims may subject him or her to criminal, civil, or administrative penalties. The undersigned agrees that the applicant organization will comply with the Public Health Service terms and conditions of award if a grant is awarded as a result of this application.

5. Certification Regarding Environmental Tobacco Smoke

Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, daycare, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such Federal funds. The law does not apply to children's services provided in private residence, portions of facilities used for inpatient drug or alcohol treatment, service providers whose sole source of applicable Federal funds is Medicare or Medicaid, or facilities where WIC coupons are redeemed.

Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.

By signing the certification, the undersigned certifies that the applicant organization will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

The applicant organization agrees that it will require that the language of this certification be included in any subawards which contain provisions for children's services and that all subrecipients shall certify accordingly.

The Public Health Services strongly encourages all grant recipients to provide a smoke-free workplace and promote the non-use of tobacco products. This is consistent with the PHS mission to protect and advance the physical and mental health of the American people.

Name

Marie Williams

Title

Commissioner

Organization

TN Dept of Mental Health and Substance Abuse Services

Signature:

Date:

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

I. State Information

Certifications

1. Certification Regarding Debarment and Suspension

The undersigned (authorized official signing for the applicant organization) certifies to the best of his or her knowledge and belief, that the applicant, defined as the primary participant in accordance with 2 CFR part 180, and its principals:

- a. Agrees to comply with 2 CFR Part 180, Subpart C by administering each lower tier subaward or contract that exceeds \$25,000 as a "covered transaction" and verify each lower tier participant of a "covered transaction" under the award is not presently debarred or otherwise disqualified from participation in this federally assisted project by:
 - a. Checking the Exclusion Extract located on the System for Award Management (SAM) at <http://sam.gov>
 - b. Collecting a certification statement similar to paragraph (a)
 - c. Inserting a clause or condition in the covered transaction with the lower tier contract

2. Certification Regarding Drug-Free Workplace Requirements

The undersigned (authorized official signing for the applicant organization) certifies that the applicant will, or will continue to, provide a drug-free workplace in accordance with 2 CFR Part 182b):

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's work-place and specifying the actions that will be taken against employees for violation of such prohibition;
- b. Establishing an ongoing drug-free awareness program to inform employees about--
 1. The dangers of drug abuse in the workplace;
 2. The grantee's policy of maintaining a drug-free workplace;
 3. Any available drug counseling, rehabilitation, and employee assistance programs; and
 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) above;
- d. Notifying the employee in the statement required by paragraph (a), above, that, as a condition of employment under the grant, the employee will--
 1. Abide by the terms of the statement; and
 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- e. Notifying the agency in writing within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- f. Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d) (2), with respect to any employee who is so convicted?
 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

3. Certifications Regarding Lobbying

Per 45 CFR 75.215, Recipients are subject to the restrictions on lobbying as set forth in 45 CFR part 93. Title 31, United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal grant or cooperative agreement must disclose lobbying undertaken with non-Federal (non- appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs. The undersigned (authorized official signing for the applicant organization) certifies, to the best of his or her knowledge and belief, that

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering

into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. (If needed, Standard Form-LLL, "Disclosure of Lobbying Activities," its instructions, and continuation sheet are included at the end of this application form.)
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4. Certification Regarding Program Fraud Civil Remedies Act (PFCRA) (31 U.S.C ? 3801- 3812)

The undersigned (authorized official signing for the applicant organization) certifies that the statements herein are true, complete, and accurate to the best of his or her knowledge, and that he or she is aware that any false, fictitious, or fraudulent statements or claims may subject him or her to criminal, civil, or administrative penalties. The undersigned agrees that the applicant organization will comply with the Public Health Service terms and conditions of award if a grant is awarded as a result of this application.

5. Certification Regarding Environmental Tobacco Smoke

Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, daycare, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such Federal funds. The law does not apply to children's services provided in private residence, portions of facilities used for inpatient drug or alcohol treatment, service providers whose sole source of applicable Federal funds is Medicare or Medicaid, or facilities where WIC coupons are redeemed.

Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.

By signing the certification, the undersigned certifies that the applicant organization will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

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The Public Health Services strongly encourages all grant recipients to provide a smoke-free workplace and promote the non-use of tobacco products. This is consistent with the PHS mission to protect and advance the physical and mental health of the American people.

Name

Marie Williams, LCSW

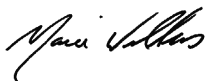
Title

Commissioner

Organization

Tennessee Department of Mental Health and Substance Abuse Services

Signature:



Date: 02/23/2024

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

I. State Information

Funding Agreement

FISCAL YEAR 2024

PROJECTS FOR ASSISTANCE IN TRANSITION FROM HOMELESSNESS (PATH) AGREEMENT

I hereby certify that the State/Territory of Tennessee agrees to the following:

Section 522(a). Amounts received under the PATH Formula Grant Program will be expended solely for making grants to political subdivisions of the State, and to nonprofit private entities (including community-based veterans organizations and other community organizations) for the purpose of providing the services specified in Section 522(b) to individuals who:

- Are suffering from serious mental illness; or
- Are suffering from serious mental illness and from a substance use disorder; and
- Are homeless or at imminent risk of becoming homeless.

Section 522(b). Entities receiving grants under the PATH Formula Grant Program will expend funds for the following services:

- Outreach;
- Screening and diagnostic treatment;
- Habilitation and rehabilitation;
- Community mental health;
- Alcohol or drug treatment;
- Staff training, including the training of individuals who work in shelters, mental health clinics, substance abuse programs, and other sites where homeless individuals require services;
- Case management services, including:
 - Preparing a plan for the provision of community mental health services to the eligible homeless individual involved, and reviewing such plan not less than once every 3 months;
 - Providing assistance in obtaining and coordinating social and maintenance services for the eligible homeless individuals, including services relating to daily living activities, personal financial planning, transportation services, and habilitation and rehabilitation services, prevocational and vocational services, and housing;
 - Providing assistance to the eligible homeless individual in obtaining income support services, including housing assistance, food stamps, and supplemental security income benefits;
 - Referring the eligible homeless individual for such other services as may be appropriate; and
 - Providing representative payee services in accordance with Section 1631(a) (2) of the Social Security Act if the eligible homeless individual is receiving aid under Title XVI of such act and if the applicant is designated by the Secretary to provide such services.
- Supportive and supervisory services in residential settings;
- Referrals for primary health services, job training, education services and relevant housing services;
- Housing services [subject to Section 522(h)(1)] including:
 - Minor renovation, expansion, and repair of housing;
 - Planning of housing;
 - Technical assistance in applying for housing assistance;
 - Improving the coordination of housing services;
 - Security deposits;
 - The costs associated with matching eligible homeless individuals with appropriate housing situations;
 - One-time rental payments to prevent eviction; and
- Other appropriate services, as determined by the Secretary.

Section 522(c). The State will make grants pursuant to Section 522(a) only to entities that have the capacity to provide, directly through arrangements, the services specified in Section 522(b), including coordinating the provision of services in order to meet the needs of eligible homeless individuals who are both mentally ill and suffering from a substance abuse disorder.

Section 522(d). In making grants to entities pursuant to Section 522(a), the State will give special consideration to entities with a demonstrated effectiveness in serving homeless veterans.

Section 522(e). The state agrees that grants pursuant to Section 522(a) will not be made to any entity that:

- Has a policy of excluding individuals from mental health services due to the existence or suspicion of a substance use disorder; or
- Has a policy of excluding individuals from substance use services due to the existence or suspicion of mental illness.

Section 522(f). Not more than four (4) percent of the payments received under the PATH Formula Grant Program will be expended for administrative expenses regarding the payments.

Section 522(h). The State agrees that not more than 20 percent of the payments will be expended for housing services under section 522(b)(10); and the payments will not be expended for the following:

- To support emergency shelters or construction of housing facilities;
- For inpatient psychiatric treatment costs or inpatient substance use treatment costs; or
- To make cash payments to intended recipients of mental health or substance use services.

Section 523(a). The State will make available, directly or through donations from public or private entities, non-Federal contributions toward such costs in an amount that is not less than \$1 for each \$3 of funds provided in such payments. The amount of non-Federal contributions shall be determined in accordance with Section 523(b).

Section 523(c). The State will not require the entities to which grants are provided pursuant to Section 522(a) to provide non-Federal contributions in excess of the non-Federal contributions described in Section 523(a).

Section 526. The State has attached hereto a Statement that does the following:

- Identifies existing programs providing services and housing to eligible homeless individuals and gaps in the delivery systems of such programs;
- Includes a plan for providing services and housing to eligible homeless individuals, which:
 - Describes the coordinated and comprehensive means of providing services and housing to homeless individuals; and
 - Includes documentation that suitable housing for eligible homeless individuals will accompany the provision of services to such individuals;
- Describes the source of the non-Federal contributions described in Section 523;
- Contains assurances that the non-Federal contributions described in Section 523 will be available at the beginning of the grant period;
- Describes any voucher system that may be used to carry out this part; and
- Contains such other information or assurances as the Secretary may reasonably require.

Section 527(a)(1), (2), and (3). The State has attached hereto a description of the intended use of PATH Formula grant amounts for which the State is applying. This description shall:

- Identify the geographic areas within the State in which the greatest numbers of homeless individuals with a need for mental health, substance use, and housing services are located; and
- Provide information relating to the program and activities to be supported and services to be provided, including information relating to coordinating such programs and activities with any similar programs and activities of public and private entities.

Section 527(a)(4). The description of intended use for the fiscal year of the amounts for which the State is applying will be revised throughout the year as may be necessary to reflect substantial changes in the programs and activities assisted by the State pursuant to the PATH Formula Grant Program.

Section 527(b). In developing and carrying out the description required in Section 527(a), the State will provide public notice with respect to the description (including any revisions) and such opportunities as may be necessary to provide interested clients, such as family members, consumers and mental health, substance use, and housing agencies, an opportunity to present comments and recommendations with respect to the description.

Section 527(c)(1)(2). The services to be provided pursuant to the description of the intended use required in Section 527(a), have been considered in the preparation of, have been included in, and are consistent with the State Plan for Comprehensive Community Mental Health Services under P.L. 102-321.

Section 528(a). The State will, by January 31, 2025, prepare and submit a report providing such information as is necessary for the following:

- To secure a record and description of the purposes for which amounts received under the PATH Formula Grant Program were expended during fiscal year 2024 and of the recipients of such amounts; and
- To determine whether such amounts were expended in accordance with the provisions of Part C – PATH.

Section 528(b). The State further agrees that it will make copies of the reports described in Section 528(a) available for public inspection.

Section 529. Payments may not be made unless the State agreements are made through certification from the chief executive officer of the State.

Charitable Choice Provisions:

The State will comply, as applicable, with the Substance Abuse and Mental Health Services Administration's (SAMHSA) Charitable Choice statutes codified at sections 581-584 and 1955 of the Public Health Service Act (42 U.S.C. §§290kk, et seq., and 300x-65) and their governing regulations at 42 C.F.R. part 54 and 54a respectively.

Governor/Designee Name	Governor Bill Lee
Title	Governor of TN
Organization	State of TN

Signature:

Date:

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

Appendix D – Agreements

FISCAL YEAR 2024

PROJECTS FOR ASSISTANCE IN TRANSITION FROM HOMELESSNESS (PATH) AGREEMENT

I hereby certify that the State/Territory of Tennessee agrees to the following:

Section 522(a). Amounts received under the PATH Formula Grant Program will be expended solely for making grants to political subdivisions of the State, and to nonprofit private entities (including community-based veterans organizations and other community organizations) for the purpose of providing the services specified in Section 522(b) to individuals who:

- Are suffering from serious mental illness; or
- Are suffering from serious mental illness and from a substance use disorder; and
- Are homeless or at imminent risk of becoming homeless.

Section 522(b). Entities receiving grants under the PATH Formula Grant Program will expend funds for the following services:

- Outreach.
- Screening and diagnostic treatment;
- Habilitation and rehabilitation;
- Community mental health;
- Alcohol or drug treatment;
- Staff training, including the training of individuals who work in shelters, mental health clinics, substance abuse programs, and other sites where individuals experiencing homelessness require services;
- Case management services, including:
 - Preparing a plan for the provision of community mental health services to the eligible homeless individual involved, and reviewing such plan not less than once every 3-months;
 - Providing assistance in obtaining and coordinating social and maintenance services for the eligible individuals experiencing homelessness, including services relating to daily living activities, personal financial planning, transportation services, and habilitation and rehabilitation services, prevocational and vocational services, and housing;
 - Providing assistance to the eligible homeless individual in obtaining income support services, including housing assistance, food stamps, and supplemental security income benefits;

- Referring the eligible homeless individual for such other services as may be appropriate; and
- Providing representative payee services in accordance with Section 1631(a)(2) of the Social Security Act if the eligible homeless individual is receiving aid under Title XVI of such act and if the applicant is designated by the Secretary to provide such services.
- Supportive and supervisory services in residential settings;
- Referrals for primary health services, job training, education services and relevant housing services;
- Housing services [subject to Section 522(h)(1)] including:
 - Minor renovation, expansion, and repair of housing;
 - Planning of housing;
 - Technical assistance in applying for housing assistance;
 - Improving the coordination of housing services;
 - Security deposits;
 - The costs associated with matching eligible individuals experiencing homelessness with appropriate housing situations; and
 - One-time rental payments to prevent eviction.

Section 522(c). The State will make grants pursuant to Section 522(a) only to entities that have the capacity to provide, directly through arrangements, the services specified in Section 522(b), including coordinating the provision of services in order to meet the needs of eligible individuals experiencing homelessness who are both mentally ill and suffering from a substance abuse disorder.

Section 522(d). In making grants to entities pursuant to Section 522(a), the State will give special consideration to entities with a demonstrated effectiveness in serving homeless veterans.

Section 522(e). The state agrees that grants pursuant to Section 522(a) will not be made to any entity that:

- Has a policy of excluding individuals from mental health services due to the existence or suspicion of a substance use disorder; or
- Has a policy of excluding individuals from substance use services due to the existence or suspicion of mental illness.

Section 522(f). Not more than four (4) percent of the payments received under the PATH Formula Grant Program will be expended for administrative expenses.

Section 522(h). The State agrees that not more than 20 percent of the payments will be expended for housing services under section 522(b)(10); and the payments will not be expended for the following:

- To support emergency shelters or construction of housing facilities;

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Section 523(a). The State will make available, directly or through donations from public or private entities, non-federal contributions toward such costs in an amount that is not less than \$1 for each \$3 of funds provided in such payments. The amount of non-federal contributions shall be determined in accordance with Section 523(b).

Section 523(c). The State will not require the entities to which grants are provided pursuant to Section 522(a) to provide non-Federal contributions in excess of the non-federal contributions described in Section 523(a).

Section 526. The State has attached a Statement that includes the following:

- Identifies existing programs providing services and housing to eligible individuals experiencing homelessness and gaps in the delivery systems of such programs;
- Includes a plan for providing services and housing to eligible individuals experiencing homelessness, which:
 - Describes the coordinated and comprehensive means of providing services and housing to individuals experiencing homelessness; and
 - Includes documentation that suitable housing for eligible individuals experiencing homelessness will accompany the provision of services to such individuals.
- Describes the source of the non-federal contributions described in Section 523;
- Contains assurances that the non-federal contributions described in Section 523 will be available at the beginning of the grant period;
- Describes any voucher system that may be used to carry out this part; and
- Contains such other information or assurances as the Secretary may reasonably require.

Section 527(a) (1), (2), and (3). The State has attached a description of the intended use of PATH Formula grant amounts for which the State is applying. This description shall:

- Identify the geographic areas within the State in which the greatest numbers of individuals experiencing homelessness with a need for mental health, substance use, and housing services are located; and
- Provide information relating to the program and activities to be supported and services to be provided, including information relating to coordinating such

programs and activities with any similar programs and activities of public and private entities.

Section 527(a) (4). The description of intended use for the fiscal year of the amounts for which the State is applying will be revised throughout the year as may be necessary to reflect substantial changes in the programs and activities assisted by the State pursuant to the PATH Formula Grant Program.

Section 527(b). In developing and carrying out the description required in Section 527(a), the State will provide public notice with respect to the description (including any revisions) and such opportunities as may be necessary to provide interested clients, such as family members, consumers and mental health, substance use, and housing agencies, an opportunity to present comments and recommendations with respect to the description.

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Section 528(a). The State will, by January 31, 2025 prepare and submit a report providing such information as is necessary for the following:

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- To determine whether such amounts were expended in accordance with the provisions of Part C – PATH.

Section 528(b). The State further agrees that it will make copies of the reports described in Section 528(a) available for public inspection.

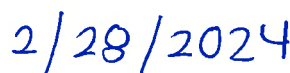
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The State will comply, as applicable, with the Substance Abuse and Mental Health Services Administration's (SAMHSA) Charitable Choice statutes codified at sections 581-584 and 1955 of the Public Health Service Act (42 U.S.C. §§290kk, et seq., and 300x-65) and their governing regulations at 42 C.F.R. part 54 and 54a respectively.



Governor



Date

I. State Information

Funding Agreement

FISCAL YEAR 2024

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Governor/Designee Name

Governor Bill Lee

Title

Organization

state of Tennessee

Signature:



Date:

2/28/2024

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

I. State Information

Disclosure of Lobbying Activities

Are there lobbying activities pursuant to 31 U.S.C. 1352 to be disclosed? Yes No

To View Standard Form LLL, Click the link below (This form is OPTIONAL).

[Standard Form LLL \(click here\)](#)

Name: Marie Williams, LCSW

Title: Commussioner

Organization: TN Dept of Mental Health and Substance Abuse Services

Signature: _____

Date Signed: _____

mm/dd/yyyy

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

I. State Information

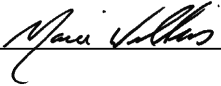
Disclosure of Lobbying Activities

Are there lobbying activities pursuant to 31 U.S.C. 1352 to be disclosed? Yes No

To View Standard Form LLL, Click the link below (This form is OPTIONAL).

[Standard Form LLL \(click here\)](#)

Name: Marie Williams, LCSW
Title: Commissioner
Organization: TN Dept. of Mental Health and Substance Abuse Services

Signature:  Date Signed: 02/23/2024
mm/dd/yyyy

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

I. State Information

State PATH Regions

Name	Description	Actions
Region 1	Washington, Carter, Unicoi, Sullivan, Greene (ETSU)	
Region 2 - Knox	Knox (Helen Ross McNabb)	
Region 3 & 5	Cumberland, DeKalb, Hamilton, Loudon, McMinn, Meigs, Monroe, Overton, Putnam, Rutherford, Warren, and White (Volunteer Behavioral Health Care System)	
Region 4 & 5	Davidson, Montgomery, Sumner , and Wilson (Mental Health Cooperative)	
Region 6 - North	Benton, Carroll, Gibson, Henry, Lake, Obion, Weakley (Carey Counseling)	
Region 6 - South	Hardeman, Haywood, Henderson, and Madison (Pathways of Tennessee)	
Region 7	Shelby, Fayette, Tipton (Case Management, Inc)	

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

II. Executive Summary

1. State Summary Narrative

Narrative Question:

Provide an overview of the state's PATH program with key points that are expanded upon in the State Level Sections of WebBGAS.

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

Projects to Assist in the Transition from Homelessness (PATH)

Summary of Tennessee's SFY 2025 Plan

In FFY 2024 / SFY 2025, Tennessee will contract with 7 agencies to deliver PATH homeless outreach and case management services based at 10 locations across the state. Although a comprehensive array of services is eligible for reimbursement, emphasis is on outreach to individuals experiencing literal homelessness, linking program participants to mainstream mental health services, and linkage/referral to affordable housing locations. Like other states, Tennessee's homeless services are primarily organized through the local HUD Continuum of Care, where each PATH program in the State of Tennessee are active participants. Tennessee has 10 (ten) CoCs, all governed by local lead agencies, covering all 95 counties. There is no state-run, balance-of-state CoC. There is at least one PATH program in each CoC region although most PATH programs serve people from counties in multiple CoCs. PATH Providers are actively involved in the Coordinated Entry Process in their Regions.

The PIT (point in time) count for FY23 showed that 9,215 people were experiencing homelessness. Whereas the PIT count for FY22 showed that 10,567 people were experiencing homelessness. Most of our providers noted that the biggest change influencing the difference in numbers was that cold weather shelter was operational in 2023. In 2022 it remained closed and individuals who would have been tallied outdoors in previous years, were instead recorded as sheltered in 2023.

The Tennessee Department of Mental Health and Substance Abuse Services' (TDMHSAS) Creating Homes Initiative (CHI) is a highly successful program, now in its 25th year, and is designed to assertively and strategically partner with local communities to educate,

inform, and expand quality, safe, affordable, and permanent housing opportunities for Tennesseans with mental illness and/or substance use disorders. CHI implements a proven model that utilizes strategic collaboration and partnership to leverage resources to create new housing opportunities for the targeted population. As a component of CHI, the Creating Affordable Housing (CAH) grant has been a success at providing additional, permanent housing. The CAH grant allocated over \$6 million in SFY 2023 in new funding to create new safe, quality, affordable, permanent housing to individuals with mental illness or co-occurring mental illness and substance use disorder who are experiencing homelessness or at-risk of homelessness; projects funded during this cycle will result in a total bed capacity of 219 toward new housing; projects are currently in progress and are anticipated to be completed during calendar year 2024 or 2025. Within the last 5 state fiscal years, TDMHSAS has twice expanded CHI to impact efforts to cover existing gaps in housing needs. During SFY 2020, the first CHI expansion, known as “CHI 2.0”, was initiated to include a focus on the creation of new permanent housing for individuals in recovery from substance use disorder and in particular opioid use disorder. SFY 2022 witnessed the 2nd CHI expansion, known as “CHI 3.0”, which added a focus on the creation of new permanent housing for Tennesseans with mental illness and/or substance use disorder who are reentering the community from prisons and jails or have a history of incarceration. Both expansions included new seed funding, which was used to establish competitive grant funding opportunities. During SFY 2023, the CHI 2.0 grant allocated over \$4.1 million to create new, safe, quality, affordable, permanent housing for Tennesseans in substance use recovery for a total bed capacity of 131, while the CHI 3.0 grant allocated over \$8.8 million to create new, safe, safe, quality, affordable, permanent housing for Tennesseans experiencing mental illness and/or substance use disorder who are justice involved for a total bed capacity of

218. Since its inception (year 2000), the Creating Homes Initiative leveraged more than \$1.2 billion to create over 35,000 housing opportunities in Tennessee.

In SFY 2024, TDMHSAS launched a new grant program known as Residential Reentry Housing Program (RRHP). RRHP intends to establish and provide long-term quality housing with enhanced-level supportive residential services for Tennesseans experiencing Severe and Persistent Mental Illness (SPMI) who re-enter the community from custody of the Tennessee Department of Correction (TDOC), incarceration in county jails, or are justice involved. RRHP program services will focus on enhancing the resiliency, recovery, and independence for service recipients to support efforts to achieve their person-centered goals. The RRHP will, through collaboration with partnering Licensed Community Mental Health Providers, local judicial systems, the TDOC, and Criminal Justice Liaisons, create a pathway for service recipients to thrive in their communities. The goal of RRHP is to provide quality, safe, and affordable long-term supportive housing for Tennesseans experiencing SPMI who are re-entering the community from incarceration who would otherwise not be able to successfully live in the community due to the lack of available housing with the capacity to meet their specific needs. An Announcement of Funding was released to the public during SFY 2024 to solicit competitive grant proposals to identify quality projects and grantee providers; submitted proposals are currently under review.

This past fiscal year, the PATH state lead was able to help build and foster better relationships between the PATH agencies and their HMIS state leads. While agencies are still working on gaining a better understanding of the data to be entered, we have started to see progress with quality data tracking. In addition, the providers are now entering monthly reports into PDX and a thorough review of that data allows for any errors to be corrected early on. We

continue to have quarterly calls that are proving to be helpful to providers as data continues to be entered in a timely fashion.

During SFY 2023, TDMHSAS established a new position for the Office of Housing and Homeless Services; the position is intended to add more administrative bandwidth for effective oversight and management of a continually growing, high-impact, high-volume office with a wide array of statewide programs including PATH. The Tennessee State PATH Contact (SPC) provides leadership for the PATH program and provides programmatic oversight, guidance, and technical support to all PATH program service providers statewide. The SPC also serves as the Program Manager for several additional programs of the Office, including the Children and Youth Homeless Outreach Project (CYHOP), the Community Supportive Housing program, and the Supportive Living program. This diversity of program oversight enables the SPC to better inform scope of services and improve practices to promote increased continuity between homeless services and housing services.

During SFY23, the state of Tennessee experienced a big focus on encampments and seeking solutions for encampments. It was during this time that an assessment tool was designed to assess each encampment and connect those living in the encampments with necessary resources. Further, assisting them with their housing needs. Several large encampments have been closed in Tennessee, specifically the greater Nashville area. Those living in the encampments were connected with housing vouchers and placed into housing.

In summary, Tennessee's 7 PATH Providers have continued to provide outreach and enroll PATH clients into services even when the circumstances weren't the most conducive. Additionally, PATH providers have relationships with Housing Authorities across the state and assist clients through the Shelter Plus Care Voucher program. The providers continue to develop

new ways to meet the needs of those experiencing homelessness. The State PATH Contact is dedicated to continuing efforts to make PATH the best it can be by providing technical assistance and training, visiting PATH locations in-person, and completing effective monitoring visits. A reduction in homelessness among individuals experiencing severe mental illness remains the goal of the program.

II. Executive Summary

2. State Budget

Planning Period From 7/1/2024 to 6/30/2025

A budget and budget narrative that includes the state’s use of PATH funds are required. The budget can be entered directly into WebBGAS, or you can upload the budget as an attachment. The Budget Narrative is a separate document that must be uploaded as an Attachment. It must provide a justification for the basis of each proposed cost in the budget and how that cost was calculated. The proposed costs must be reasonable, allowable, allocable, and necessary for the supported activity.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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a. Personnel	\$ 0	\$ 0	\$ 0	
No Data Available				

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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b. Fringe Benefits	0.00 %	\$ 0.00	\$ 0.00	\$ 0.00	
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Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

f1. Contractual (IUPs)	\$ 934,324.00	\$ 311,441.00	\$ 1,245,765.00	
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f2. Contractual (State)	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

Category	Percentage	Federal Dollars	Matched Dollars	Total Dollars	Comments
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PATH housing costs are limited to 20% and can only be PATH allowable costs. Personnel who are considered to be a housing cost should be entered here and not included in the Personnel line item. For questions, call your Program Officer.

g1. Housing (IUPs)	0.00 %	\$ 0.00	\$ 0.00	\$ 0.00	
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g2. Housing (State)		\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available					

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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h. Construction (non-allowable)				
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i. Other	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

j. Total Direct Charges (Sum of a-i minus g1)	\$ 934,324.00	\$ 311,441.00	\$ 1,245,765.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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k. Indirect Costs (Administrative Costs)	\$ 0.00	\$ 0.00	\$ 0.00	
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l. Grand Total (Sum of j and k)	\$ 934,324.00	\$ 311,441.00	\$ 1,245,765.00	
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Allocation of Federal PATH Funds	\$ 934,324	\$ 311,441	\$ 1,245,765	
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Source(s) of Match Dollars for State Funds:

Budget Narrative and Justification

f.1. Contractual (IUP's)

Federal Dollars= \$934,324 Matched Dollars= \$311,441 Total Dollars= \$1,245,765

Each PATH Provider submits a budget, which is also submitted with their IUP's. A budget narrative and justification for each of the local-area PATH service providers is included in the respective Intended Use Plans.

Allocation of Federal PATH Funds

Federal Dollars= \$934,324 Matched Dollars= \$311,441 Total Dollars= \$1,245,765

All the Federal PATH grant funding is allocated to PATH agency providers under Contractual Costs. The Tennessee Department of Mental Health and Substance Abuse Services (TDMHSAS) does not utilize any Federal PATH Grant funding dollars for Indirect Cost (Administrative Cost).

The Department does not utilize any PATH Formula Grant Funding for housing services. As indicated Form E, "Alignment with State Comprehensive MH Services Plan" of the State Level Information section of this Application, as well as Tennessee's Mental Health Block Grant Application, TDMHSAS provides a variety of housing services through an array of programs that impact various communities across the state. The programs and their services are available to all eligible individuals in need of them, including individuals who are served in the PATH program. Additionally, the line item for "Specific Assistance to Individuals" in each program provider's PATH budget (found in each of the Intended Use Plans) which is utilized for various needs for PATH clients outlined in the PATH manual.

Footnotes:

II. Executive Summary

3. Intended Use Plans

Expenditure Period Start Date: **07/01/2024**

Expenditure Period End Date: **06/30/2025**

The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

Primary IUP Provider	Provider Type	Geographic Service Area	Allocations	Matching Funds	Estimated # to Contact	Estimated # to Enroll	# Trained in SOAR	# Assisted through SOAR
Carey Counseling Center	Community mental health center	Region 6 - North	\$84,333.00	\$28,111.00	200	72	0	10
CMI Healthcare Services (CMIHS)	Community mental health center	Region 7	\$118,653.00	\$39,551.00	250	200	4	4
East Tennessee State University-Johnson City Downtown Clinic	Health Care for the Homeless/other health agency	Region 1	\$105,654.00	\$35,218.00	400	100	1	2
Helen Ross McNabb Center	Community mental health center	Region 2 - Knox	\$103,314.00	\$34,438.00	360	90	2	5
Mental Health Cooperative	Other mental health agency	Region 4 & 5	\$216,353.00	\$72,118.00	450	375	0	1
Pathways	Community mental health center	Region 6 - South	\$62,155.00	\$20,718.00	240	180	2	133
Volunteer Behavioral Health	Community mental health center	Region 3 & 5	\$243,862.00	\$81,287.00	1,000	400	3	50
Grand Total			\$934,324.00	\$311,441.00	2,900	1,417	12	205

* IUP with sub-IUPs

Footnotes:

II. Executive Summary

Intended Use Plans

Carey Counseling Center

201 West Main St.

Union City, TN 38261

Contact: Lori Hendon

Email Address:

Provider Type: Community mental health center

PDX ID: TN-010

State Provider ID:

Contact Phone #: 731-571-2834

- **Local Provider Description** – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.
- **Collaboration with HUD CoC Program** – HUD’s **Continuum of Care (CoC) Program** is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers and State and local governments and promoting access to mainstream programs by homeless individuals and families. Describe the organization’s participation with local HUD CoC recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the CoC(s), briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.
- **Collaboration with Local Community Organizations** – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary care, mental health, substance use, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.
- **Service Provision** – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including:
 - How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with COD, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing;
 - Any gaps that exist in the current service systems;
 - A brief description of the current services available to clients who have a COD; and
 - A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients.
- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).
- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.
- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.
- **Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.
- **Budget Narrative** – Provide a budget and budget narrative that includes the local-area provider’s use of PATH funds.

CAREY COUNSELING CENTER, INC.

PATH Intended Use Plan and Budget

SFY-25

LOCAL PROVIDER DESCRIPTION

Carey Counseling Center, Inc. (CAREY), a licensed community mental health agency, receives PATH funds to provide services to those outside the agency that are eighteen (18) and over, with serious mental illness, and homeless or at imminent risk of being homeless as defined by the US Department of HUD. The organization provides clinical outpatient services: independent living, adult and child & youth case management services; medication management; mobile crisis services; school based services; individual and group therapy. CAREY has implemented the same day access intake process to increase timeliness to treatment and decrease resistance to treatment. The agency also administers the Emergency Solutions Grant, the Community Targeted Transitional Support, and Emergency Housing Vouchers (EHV). CAREY provides housing for individuals that are mentally ill and disabled in Benton, Carroll, Gibson, Henry, Lake, Obion and Weakley counties. In addition, the agency operates four (4) Peer Support Centers, various specialized grants, Individual Placement and Support Programs and provides A&D services. The agency serves counties in the Northwest Tennessee area including Benton, Carroll, Gibson, Henry, Lake, Obion and Weakley.

The organization will receive \$84,333.00 in Federal PATH funds, and \$21,160.00 in State PATH funds for SFY 25, with the local match being \$28,111.00.

COLLABORATION WITH HUD CONTINUUM OF CARE PROGRAM

CAREY currently employs two (2) PATH Case Managers and a HMIS Administrator under the supervision of the Director of Housing, all of whom participate in the following: attending CoC Meetings, participate in the CoC committees, and maintain a working relationship with other CoC participants. The West Tennessee Continuum of Care (CoC) has developed the Coordinated Entry System (CES) in which our PATH CMs assist clients with the assessment to be placed on the CES list. PATH Case Managers participate in bi-weekly coordinated entry zoom meetings on the 2nd and 4th Tuesday of each month with our local CoC.

COLLABORATION WITH LOCAL COMMUNITY ORGANIZATIONS

The CAREY PATH program coordinates services with the following local organizations in Northwest Tennessee: local homeless shelters, Ministerial Alliances, law enforcement, Social Security Administration, Department of Human Services, Department of Children's Services,

Salvation Army, Red Cross, Food Banks, Senior Centers, Disaster Relief Agencies, Vocational Rehabilitation Services, Probation Offices, Adult Protective Services, Career Centers, Job Corps, Private Landlords, Housing Authorities, and other community programs targeting those that lack resources and are homeless. Many of these agencies refer clients to the Carey Counseling Center PATH program. CAREY provides mental health services, housing and/or housing resources, substance abuse treatment, employment opportunities and refers PATH clients to local health departments, vocational rehabilitation and career centers for additional assistance.

CAREY staff regularly attends county interagency meetings to ensure continuity of communication with the above stated providers, as well as visiting these agencies individually.

SERVICE PROVISION

PATH staff will continue to build partnerships with area organizations such as county and city officials, law enforcement officials, churches and hospitals which serve the literally homeless or may be aware of areas where the literally homeless live. PATH staff work under the Housing Department, which allows immediate access to resources for those suffering from mental illness and experiencing homelessness. PATH clients will be referred to CAREY staff to provide intensive services to the most vulnerable adults.

Carey Counseling Center, Inc. PATH program provides services in Northwest Tennessee, primarily a rural area. PATH staff has continued to struggle with a lack of limited local financial resources to provide assistance to the population served and in some areas a lack of affordable housing that meets requirements provided by HUD. PATH staff continues to experience a shortage of local homeless shelters willing to provide temporary shelter until permanent housing can be obtained. PATH staff have encountered barriers through a shortage of permanent & temporary housing for lower income families. In general, there has appeared to be a lack of rental properties during and after the pandemic. While researching possible affordable housing units through private landlords, PATH staff have witnessed the price of rent becoming much higher in all 7 counties we serve back in 2022-2023. The affordable housing shortage still remains an ongoing issue not only locally, but nationally. There is also a lack of landlords willing to accept the Emergency Housing Vouchers or provide rent reasonableness to meet the HUD fair market rent rates.

CAREY provides an array of services for individuals with co-occurring disorders such as alcohol and drug (A&D) groups, individual therapy, medication management, and office or community based mental health case management. All CAREY case managers and therapists are trained to provide and/or link services to clients with co-occurring disorders.

PATH staff receive training on a regular basis in evidence based practices as other case managers and therapists employed at CAREY and are credentialed by the Managed Care Organizations. PATH staff attend 10 HMIS trainings a year with our local CoC. PATH staff participate in

training opportunities through the SAMHSA Gain Center, SAMHSA SOAR TA, National Alliance to End Homelessness, Homeless Housing Resource Center, TAMHO, National Housing Conference Webinars through HUD Exchange and utilize the Recovery Within website. PATH staff also participate in any PATH training and conferences through the Department of Mental Health and Substance Abuse. PATH staff are provided Cultural Competence training and required to take a test with an 80% passing score through our HR portal in PAYCOM. A 4 hour Diversity training on Ethics, Cultural Competency, Equity and Inclusion is conducted annually onsite for all staff, trained by a local professor from the University of Tennessee Martin. **(Please see attachment - Carey Counseling Center, Inc. Cultural Competency, Diversity & Inclusion Plan)**

DATA

CAREY currently utilizes HMIS for PATH data and will continue to work with the local CoC to provide input and suggestions regarding usage of the HMIS system. PATH staff receive HMIS training through the local CoC and the CAREY HMIS Coordinator. CAREY staff plans to coordinate with the local HMIS Administrator to acquire PATH data reports.

SSI/SSDI Outreach, Access, Recovery (SOAR)

CAREY is funded for two positions. Currently, the PATH program has 1 new staff hired and is currently interviewing to hire for the second position. Both staff will be required to enroll in a 30 hour SOAR training through the National Association of Social Workers. At this time the Consumer Housing Specialist and the Peer Support Specialists are currently trained and certified to provide SOAR services for clients that need assistance obtaining these benefits.

HOUSING

Rental housing is available through various independent rental agencies, apartment complexes, and private individuals. CAREY provides rentals based on Fair Market Rent or below. Subsidized housing is available through local housing authorities, and independent agencies that follow HUD requirements. Supervised/Independent Living Group Homes are available through CAREY and other agencies in surrounding areas. PATH Case Managers will work closely with various rental agencies, housing authorities, private landlords and group homes to be aware of housing openings available for clients. PATH Case Managers will also coordinate with the CoC on available housing. For those in need of rental assistance PATH case managers initiate the application for Emergency Shelter Grant (ESG) on behalf of qualifying individuals.

STAFF INFORMATION

Staffing for the PATH program consists of two (2) full time employees, one staff person for the western part (Lake, Obion, Weakley) of our area and one staff person for the eastern (Gibson, Henry, Carroll and Benton) part of our area, as well as a program supervisor. PATH staff are

expected to adhere to agency standards pertaining to corporate practices, including but not limited to policies, procedures, and protocols relating to anti discrimination, ethics, confidentiality, and cultural sensitivity. PATH staff are required by CAREY to participate in annual training on the unique needs of clients, as well as cultural diversity. Documentation of the training consists of attendance and pre-post testing which is maintained in the staff's personnel record. PATH staff will also review CLAS standards provided by the Dept. of Health and Human Services during regular monthly supervision meetings.

CLIENT INFORMATION

Carey Counseling Center, Inc. PATH staff provides services in the following counties in Northwest Tennessee: Lake, Obion, Weakley, Henry, Benton, Carroll, and Gibson. The total population of the service area, based on the 2020 U.S. Census is 197,626, of which 81% are white, 11% are African American, 3% are Hispanic, 4% are two or more races and 1% of other ethnic groups. The projected number of adults to be contacted is 200. The Projected number of adults to be enrolled is 72. It is estimated that 50% of adults served using PATH funds are projected to be literally homeless.

CLIENT ENROLLMENT

Our PATH team screens individuals by conducting interviews regarding their housing situation and mental health status. We use outreach sheets to document each person's self-reported answers. If the person is an adult dealing with serious mental illness and not already active in treatment; literally homeless or in need of immediate housing; and would like to work with our PATH team we enroll them. Upon enrollment we use screening tools to document their mental health issues and housing situation. We have a goals sheet to document if the client agrees to become enrolled in the CAREY-PATH program. Those clients who are literally homeless will be placed on the CES to assist with housing options. Referrals to the CAREY PATH program can also be received from CES.

CLIENT INVOLVEMENT

Each recipient of PATH services is asked to complete a satisfaction survey upon being discharged from the PATH program. This information is reviewed and analyzed with the objective of increasing the quality of services provided by the PATH program. Individual clients are encouraged to attend one of four of CAREY's Peer Support Centers. In addition, families and individual clients of PATH are encouraged to attend Regional Planning Council meetings, CoC meetings, BRIDGES training, National Alliance for the Mentally Ill (NAMI) support groups, and become involved with the Tennessee Mental Health Consumers Association (TMHCA). PATH eligible clients have applied for and secured employment through Carey Counseling Center, Inc.

BUDGET NARRATIVE

PATH BUDGET SFY 25

Provider: CAREY COUNSELING CENTER, INC.				
Position	Full-time annual salary	PATH-funded FTE(%)	PATH-funded salary	TOTAL
PATH Case Manager	40076	100%	40076	40076
PATH Case Manager	40076	100%	40076	40076
PATH Supervisor	76300	12.133%	9256	9256
Position subtotal			89408	89408
Benefits subtotal				22350
Travel				4600
Equipment				
Supplies				3800
Contractual				
Other				1300
TOTAL DIRECT				121458
Indirect Costs				12146
PATH Program TOTAL				133604
PATH REVENUE				
SOURCE		AMOUNT		
PATH Federal Formula grant		84333		
Local Match (equals 1/3 of formula grant)		28111		
State Supplement funds		21160		
Other funds				
Total		133604		

BUDGET JUSTIFICATION:

Salaries will be included for two full time PATH Case Managers and a program supervisor. Fringe Benefits is approximately 25% of salary.

Based on current state reimbursement rates and due to budget constraints we have budgeted travel at \$4,600 for local travel as needed to facilitate program services for 2 staff at the current mileage rate of 67 cents per mile.

Again due to budget constraints we have budgeted supplies costs of \$83.34 per month for 12 months, communications (phone and internet) costs of \$120.84 per month for 12 months, postage and shipping costs of \$4.17 per month for 12 months, occupancy expenses of \$91.67 per month for 12 months, equipment rental/maintenance of \$16.67 per month for 12 months, and insurance expenses of \$25 per month for 12 months. We've allocated a total of \$1,000.00 to specific assistance for homeless individuals to obtain identification documents as well as for items such as sleeping bags, tents, hygiene products, and non-perishable foods.

Indirect costs of \$12,146 have been included for other administrative expenses.

Matching funds of \$28,111 will be provided by the grantee.

Carey Counseling Center, Inc.

CULTURAL COMPETENCY, DIVERSITY & INCLUSION PLAN

2023-2024

GOAL	OBJECTIVES	MEASURE (S) (Evidence of compliance with CARF standards)	STATUS
<p>1. Ensure every employee of Carey Counseling Center, Inc. understands and adheres to the importance of valuing cultural competence and diversity.</p>	<p>A. Assess current cultural considerations and base plan on identified areas of concerns such as; <u>cultural, race, age, gender, sexual orientation, gender expression/identity, spiritual beliefs, socioeconomic status and language.</u></p> <p>B. Outsourcing expert training and continuous review concerning LGBTQ training for all staff.</p> <p>C. Continue to analyze demographic information from client assessments to identify training needs of staff in an effort to better meet the needs of our clients.</p> <p>D. The CEO will continue to meet regularly with the newly developed Diversity, Equity, and Inclusion committee to identify needed areas of training and growth.</p>	<p>Attendance at new hire orientation</p> <p>Annual employee training on Cultural Diversity</p> <p>Direct Service providers will complete Cultural Diversity in Treatment on-line training modules every three years.</p> <p>Completion of posttest with score of 80%</p> <p>Direct Service providers will successfully attend annual (in person) Cultural competency, diversity, and inclusion training from outsourced expert trainers in the community.</p>	<p>Ongoing</p> <p>Evidence of Employee Training can be found in the Human Resource Manager's office and through PAYCOM.</p> <p>Training for all staff was conducted onsite.</p> <p>Next Scheduled Diversity, Equity and Inclusion committee meeting June 30, 2023.</p>

<p>2. To recruit employees, both clinical and administrative, who represent the cultural and ethnic backgrounds of persons served by Carey Counseling Center, Inc.</p>	<p>A. Continue recruitment efforts utilizing media and advertising outlets and publications that target minority populations. B. Maintain recruiting relationships and visit at all area colleges and universities to recruit competent staff.</p>	<p>Number of recruitment efforts for employment measured on an annual basis.</p> <p>The agency will have a minimum of <u>10 %</u> minorities' representation out of total employees.</p>	<p>Ongoing- Evidence of recruiting efforts in community through various forms of media and career fair representation ; to include predominately minority enrolled universities and colleges.</p>
<p>3. To improve employees' awareness of resources available related to cultural diversity and competency.</p>	<p>A. Disseminate articles and other materials at least quarterly related to cultural diversity and competency through consultation with community groups representing diverse cultures.</p>	<p>Relevant articles will be posted through group email on a quarterly basis.</p> <p>List of disseminated articles and sign-in sheets available upon request.</p> <p>Shared files available for scheduling difficulties for training sessions.</p>	<p>Ongoing- Evidence of emailed articles from Director of Early Intervention Services (DEIS).</p>
<p>4. To enhance the diversity of the organization's environment</p>	<p>To assess and review images in all facilities, recommend improvements based on the assessment, and implement those improvements</p>	<p>All facilities will have evidence of audiovisual resources, newspapers, and other literature, displays, and art/wall hangings that demonstrate a culturally diverse environment.</p>	<p>Ongoing- Evidence present at each site.</p>

<p>5. To ensure access to appropriate mental health and substance abuse services for the growing population of Hispanic persons in Tennessee.</p>	<p>To provide interpretation services for Hispanic persons seeking services by:</p> <p>https://www.tncourts.gov/programs/court-interpreters/find-court-interpret</p> <p>Contacting local hospitals for assistance for individualized situations</p> <p>Contacting local court systems for shared resources.</p> <p>Research new assistive technology through smart phone and computer applications for immediate interpretation capabilities.</p>	<p>Compliance with Policy PROG 3.9 Unique Needs Assessment in Regard to Client Services</p>	<p>Ongoing</p>
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Leadership Approved: 07/10/2023

Board Approved: 08/01/2023

Specific Demographics (to use for development of the Cultural Competence, Diversity and Inclusion Plan– Data pulled June 2023 from Electronic Client Record (ECR):

Clients: 3,077 active clients

5	Asian
389	African American
14	American Indian and Alaska native
2586	White
8	Native Hawaiian
0	Hispanic
1	Other
6	Declined Answer
68	Left Blank

84.04% White Clientele

12.64% African American Clientele

1% collection of other indicated

2.40% unanswered

Direct Service Employee Data collected from Director of Human Resources June 2023

Employees: 179 active employees

6	Hispanic/Latino
4	Asian
22	African American
141	White
1	American Indian

78.78% White employees

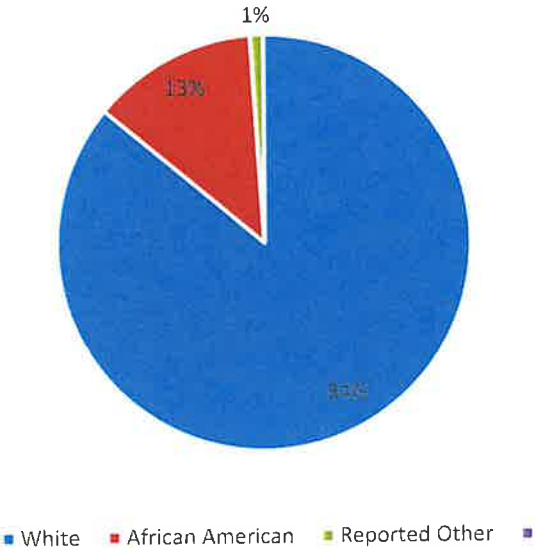
12.3% African American employees

3.3% Hispanic/Latino employees

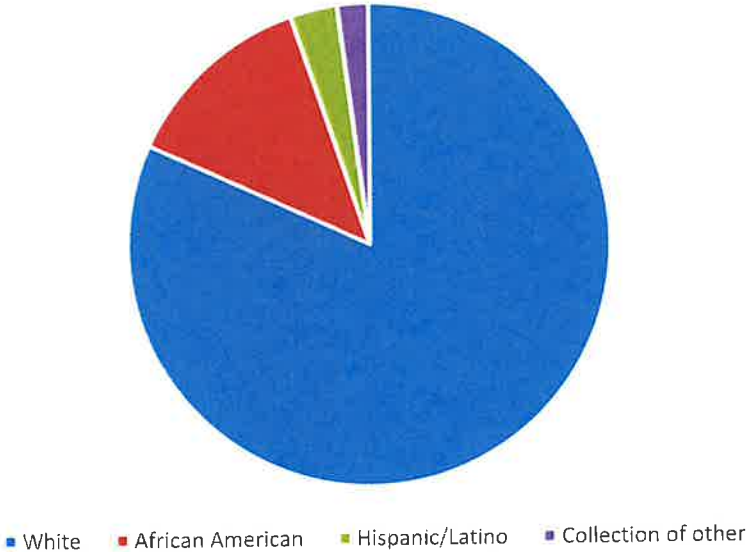
2.7% collection of other indicated

2.92% unanswered

2023 Active Client Demographics



2023 Employee Demographics



The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
a. Personnel	\$ 61,335	\$ 20,445	\$ 81,780	

Position *	Annual Salary *	% of time spent on PATH *	PATH-Funded FTE	PATH-Funded Salary *	Matched Dollars *	Total Dollars	Comments
Case Manager	40,080.00	75.00 %	0.75	30,057.00	10,019.00	40,076.00	
Case Manager	40,080.00	75.00 %	0.75	30,057.00	10,019.00	40,076.00	
PATH Administrator	76,296.00	2.00 %	0.02	1,221.00	407.00	1,628.00	

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
b. Fringe Benefits	18.75 %	\$ 15,331.00	\$ 5,110.00	\$ 20,441.00	

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

f. Contractual	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

g. Housing	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

h. Construction (non-allowable)

i. Other	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

j. Total Direct Charges (Sum of a-i)	\$ 76,666.00	\$ 25,555.00	\$ 102,221.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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k. Indirect Costs (Administrative Costs)	\$ 7,667.00	\$ 2,556.00	\$ 10,223.00	
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l. Grand Total (Sum of j and k)	\$ 84,333.00	\$ 28,111.00	\$ 112,444.00	
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Source(s) of Match Dollars for State Funds:

Estimated Number of Persons to be Contacted: 200 Estimated Number of Persons to be Enrolled: 72

Estimated Number of Persons to be Contacted who are Literally Homeless: 100

Number staff trained in SOAR in grant year ending in 2023: 0 Number of PATH-funded consumers assisted through SOAR: 10

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

GRANT BUDGET SUMMARY				
Agency Name: Carey Counseling Center, Inc.				
Program Code Name: PATH Combined				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$86,203.00	\$25,555.00	\$111,758.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$3,800.00	\$0.00	\$3,800.00
11. 12	Travel, Conferences & Meetings ²	\$4,600.00	\$0.00	\$4,600.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$300.00	\$0.00	\$300.00
16	Specific Assistance To Individuals ²	\$1,000.00	\$0.00	\$1,000.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$9,590.00	\$2,556.00	\$12,146.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$105,493.00	\$28,111.00	\$133,604.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* (posted on the Internet at: <http://www.tn.gov/assets/entities/finance/attachments/policy3.pdf>)

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET				
Agency Name: Carey Counseling Center, Inc.				
Program Code Name: PATH Formula Grant SFY25				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$76,666.00	\$0.00	\$76,666.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$7,667.00	\$0.00	\$7,667.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$84,333.00	\$0.00	\$84,333.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* (posted on the Internet at: <http://www.tn.gov/assets/entities/finance/attachments/policy3.pdf>)

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Carey Counseling Center, Inc.

Program Code Name: PATH Formula Grant SFY25

Begin Date: 7/1/2024

End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$61,334.00
Benefits and Taxes Budget	\$15,332.00
TOTAL	\$76,666.00

INDIRECT COST	AMOUNT
Indirect Cost	\$7,667.00
TOTAL	\$7,667.00

Agency Name: Carey Counseling Center, Inc.
 Program Code Name: PATH Formula Grant SFY25

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
PATH Specialist	\$3,340	75.00%	12	\$30,057	25.00%	\$7,513
PATH Specialist	\$3,340	75.00%	12	\$30,057	25.00%	\$7,513
PATH supervisor	\$6,358	1.60%	12	\$1,221	25.00%	\$305
TOTAL				\$61,334		\$15,332

GRANT BUDGET				
Agency Name: Carey Counseling Center, Inc.				
Program Code Name: Local Match PATH				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$25,555.00	\$25,555.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11. 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$2,556.00	\$2,556.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$0.00	\$28,111.00	\$28,111.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* (posted on the Internet at: <http://www.tn.gov/assets/entities/finance/attachments/policy3.pdf>)

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Carey Counseling Center, Inc.
 Program Code Name: Local Match PATH
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$20,444.00
Benefits and Taxes Budget	\$5,111.00
TOTAL	\$25,555.00

INDIRECT COST	AMOUNT
Indirect Cost	\$2,556.00
TOTAL	\$2,556.00

Agency Name: Carey Counseling Center, Inc.
 Program Code Name: Local Match PATH

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
PATH Specialist	\$3,340	25.00%	12	\$10,019	25.00%	\$2,504
PATH Specialist	\$3,340	25.00%	12	\$10,019	25.00%	\$2,504
PATH supervisor	\$6,358	0.53%	12	\$407	25.00%	\$102
TOTAL				\$20,444		\$5,111

GRANT BUDGET				
Agency Name: Carey Counseling Center, Inc.				
Program Code Name: PATH Grant Supplement				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$9,537.00	\$0.00	\$9,537.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$3,800.00	\$0.00	\$3,800.00
11. 12	Travel, Conferences & Meetings ²	\$4,600.00	\$0.00	\$4,600.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$300.00	\$0.00	\$300.00
16	Specific Assistance To Individuals ²	\$1,000.00	\$0.00	\$1,000.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$1,923.00	\$0.00	\$1,923.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$21,160.00	\$0.00	\$21,160.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* (posted on the Internet at: <http://www.tn.gov/assets/entities/finance/attachments/policy3.pdf>)

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Carey Counseling Center, Inc.
 Program Code Name: PATH Grant Supplement
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$7,630.00
Benefits and Taxes Budget	\$1,907.00
TOTAL	\$9,537.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies	\$1,000.00
Telephone	\$1,450.00
Postage and Shipping	\$50.00
Occupancy	\$1,100.00
Equipment Rental and Maintenance	\$200.00
TOTAL	\$3,800.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$4,600.00
TOTAL	\$4,600.00

INSURANCE	AMOUNT
Insurance	\$300.00
TOTAL	\$300.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$1,000.00
TOTAL	\$1,000.00

INDIRECT COST	AMOUNT
Indirect Cost	\$1,923.00
TOTAL	\$1,923.00

Agency Name: Carey Counseling Center, Inc.
 Program Code Name: PATH Grant Supplement

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
PATH Specialist	\$3,340	0.00%	12	\$0	25.00%	\$0
PATH Specialist	\$3,340	0.00%	12	\$0	25.00%	\$0
PATH supervisor	\$6,358	10.00%	12	\$7,630	25.00%	\$1,907
TOTAL				\$7,630		\$1,907

Footnotes:

II. Executive Summary

Intended Use Plans

CMI Healthcare Services (CMIHS)

3171 Directors Row

Memphis, TN 38131

Contact: Ursula Thomas

Email Address:

Provider Type: Community mental health center

PDX ID: TN-005

State Provider ID:

Contact Phone #: 901-628-8094

- **Local Provider Description** – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.
- **Collaboration with HUD CoC Program** – HUD's **Continuum of Care (CoC) Program** is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers and State and local governments and promoting access to mainstream programs by homeless individuals and families. Describe the organization's participation with local HUD CoC recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the CoC(s), briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.
- **Collaboration with Local Community Organizations** – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary care, mental health, substance use, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.
- **Service Provision** – Describe the organization's plan to provide coordinated and comprehensive services to PATH-eligible clients, including:
 - How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with COD, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing;
 - Any gaps that exist in the current service systems;
 - A brief description of the current services available to clients who have a COD; and
 - A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients.
- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).
- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.
- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.
- **Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.
- **Budget Narrative** – Provide a budget and budget narrative that includes the local-area provider's use of PATH funds.

**CMIHS Healthcare Services
Intended Use Plan (IUP) Instructions
FY 24-25 Intended Use Plan for PATH**

Local Area Provider Description – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.

Type of Organization

CMI Healthcare Services (CMIHS) is the local non-profit organization receiving PATH funds for the Memphis, Shelby County, Tennessee area.

CMI Healthcare Services (CMIHS) is a private, not-for-profit 501c3 organization founded in 1990 that provides community-based behavioral health services for adults with serious mental illness, children with serious emotional disturbance and those impacted by substance abuse issues residing in the Memphis and Shelby County community. The organization is licensed by the Tennessee Department of Mental Health and Substance Abuse Services as a Community Mental Health Center. CMIHS utilizes many principles to assist in the delivery of services that strive to empower individuals to reach their optimal level in the recovery process of wellness and functional capability. We offer a full array of mental health community-based services. Everyone benefits from the successful delivery of these services, including consumers being served, their support systems and communities in which they live, the health care delivery system and reimbursement sources.

The agency has one service location available at 3171 Directors Row. CMI Healthcare Services offers a range of services to meet the essentials of the community. These services include but are not limited to psychiatric evaluations, pharmacy services, primary care, and case management services. The agency also provides prevention services for youth and HIV/AIDS services. CMIHS has an extensive residential program that serves a variety of populations in the community. CMIHS provides a food pantry, housing for pregnant and post-partum mothers with SUD or co-occurring disorders, children and youth services, permanent supportive housing living assistance, homeless prevention assistance, therapy services, vocational services, PATH, SOAR programs and VOCA services.

CMI Healthcare Services Consumers also have access to primary care, onsite pharmacy services, nutrition, diabetes, and hypertension education classes at CMIHS's "Community Health and Wellness" Primary Care Clinic. Individuals enrolled in services at CMIHS also have the opportunity to attend vocational services, education groups, and job search services with Individual Placement and Support Specialists.

Region Served

Currently CMIHS's PATH Program serves Shelby, Fayette, and Tipton Counties in Tennessee. The PATH Program has extended services to individuals residing in Crittenden County, Arkansas; and Desoto County, Mississippi as an option for individuals that cannot otherwise locate services.

Amount and source of PATH funds (federal, local match, state supplement, other) the organization will allocate to the PATH program.

CMI Healthcare Services will receive \$118,653 in Federal funds and \$82,262 in State PATH funds. CMI Healthcare Services will provide a match of \$39,551 for a total of \$240,466.

Collaboration with HUD Continuum of Care (CoC) Program – Describe the organization's participation with local HUD Continuum of Care (CoC) recipient(s) and other local planning activities

and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the Continuum(s) of Care, briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.

Employees of the PATH program, its Department Director and the Housing Operations Manager all participate in training, planning meetings, committees and events facilitated by the local HUD Continuum of Care. The PATH Program also enters information into the Homeless Management Information System managed by the local HUD Continuum of Care. CMI Healthcare Special Services Staff also serve on the local Continuum of Care's committees for Outreach, HMIS, Healthcare, Affordable Housing, Youth and Katrill Braden (PATH Program Coordinator) resides as co-chair to the COC Planning Committee. CMIHS's PATH and Special Services Staff serve on various committees and participate in trainings held by the local CoC CMIHS's PATH Staff attend annual Coordinated Entry Training facilitated by Memphis's local Continuum of Care. The PATH Team currently uses an application in the Homeless Management Information System developed by Clarity for the Coordinated Entry Process. Furthermore, PATH staff members administer the VI-SPDAT manually by uploading the form into the HMIS Coordinated Entry application submitting it electronically to be used to make referrals to needed services.

Collaboration with Local Community Organizations – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary health, mental health, substance use disorder, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.

Foremost, PATH program participants sign a release of information permitting the sharing of needed information. Once the form has the approval of the PATH program participants, staff members work with consumers to access various available key services in the community.

There are several community organizations that provide key services to PATH program participants. They include the Regional Medical Center, Hope and Healing Center, Hope Works, Memphis Union Mission, Safe Harbor, Harbor House, Persevere Halfway House, Lakeside Behavioral Health, The Hospitality Hub, Door of Hope, Memphis Health Center, Memphis Mental Health Institute, Community Alliance for the Homeless, First Congregational Church, Mississippi Boulevard Church, the Salvation Army, Manna House, Clare's House Women's Shelter, Living for Christ Restoration House, Memphis Shelby County Health Department, the local Veteran's Administration, The Hospitality Hub, Catholic Charities of West Tennessee, Memphis Center for Independent Living, and The Tennessee Mental Health Consumer Association. Many of these organizations refer consumers to the PATH program; some agencies such as Christ Community Center, The Baptist Mobile Van, and Memphis Health Center provide medical services for PATH consumers. The Memphis Union Mission, Salvation Army, Calvary Rescue Mission, Missionaries of Charity, Trinity Community Coalition Outreach, Room in the Inn, and Living for Christ Restoration House provide emergency shelter for PATH consumers until more permanent housing is obtained. Peabody House Emergency Shelter and Friends for All provide housing and other HIV/AIDS related services to PATH consumers who are HIV/AIDS positive. MIFA (Metropolitan Inter-Faith Association) provides emergency food and clothing for PATH consumers. MIFA also serves as a referral source for families battling homelessness, encountered by the PATH

Team. The employees of the PATH Program follow all guidelines and rules set forth by each provider while completing the referral process and providing services.

The PATH Program continues to work in partnership with the outreach workers at Catholic Charities and The Hospitality Hub to provide mental health and homeless outreach services to Memphis and Shelby County residents. Outreach providers are working to restructure the outreach process by connecting to ensure that outreach efforts are not duplicated. To make every effort to provide coordinated and comprehensive services outreach teams meet on a weekly basis to confirm that all areas of Memphis and Shelby County receive outreach coverage and all individuals in need of outreach services are assigned to an outreach professional.

- **Service Provision** – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including:

CMI Healthcare Services offers a variety of services that enrolled PATH Program Consumers can take advantage of. PATH Staff work eagerly to coordinate services within the agency and the community. During the outreach and enrollment process potential program participants are assessed for mental health and substance abuse services, vocational services, primary health care services and various consumer education services. While enrolled in the PATH Program, literally homeless individuals are administered the VI-SPDAT as a part of the local CoC’s Coordinated Entry process. Nonetheless, homeless individuals are connected to emergency housing services while awaiting more permanent housing placement.

- How the services to be provided using PATH funds will align with PATH goals to target street outreach and case management as priority services and maximize serving the most vulnerable adults who are literally and chronically homeless.

CMIHS’s PATH Team aims to align with the overall goal of the PATH Program, which is “to reduce or eliminate homelessness for individuals with serious mental illnesses or co-occurring substance use disorders or who are at imminent risk of becoming homeless”. The PATH Team provides street outreach daily to literally homeless and mentally ill adults. While providing outreach to homeless individuals, PATH team members assess individuals using the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI SPDAT). The VI-SPDAT is a screening tool that is used to quickly assess the health and social needs of homeless individuals and match them with the most appropriate support and housing services. Upon enrolling into the PATH Program recipients receive psychiatric services, case management services, referrals to substance abuse treatment, assistance with housing, primary care services, vocational and educational group services as well as other mainstream needed services such as SNAP (Supplemental Nutrition Assistance Program) benefits.

- Any gaps that exist in the current service systems.

Even though the PATH Team works relentlessly to eradicate gaps in services, undesirably some gaps continue to exist for unhoused individuals looking to transition away from homelessness. A continuing gap is the lack of affordable and decent housing with supportive services for homeless, mentally ill, low-to-no income Consumers; including Consumers who are listed on the hate crime or sex offender registry. There is also a significant gap in available affordable emergency housing for individuals diagnosed with a mental illness and/or a substance use disorder. Unhoused individuals also experience issues with acquiring transportation without insurance or steady income. The PATH program provides

bus passes but unfortunately it does not meet all the transportation needs of consumers who are working to transition from homelessness. Many consumers living with a mental illness experience difficulty navigating the local bus routes and/or is not familiar with the bus routes.

- A brief description of the current services available to clients who have both a serious mental illness and a substance use disorder.

Each of the mental health centers in the Memphis, Shelby County area provides services to persons with a serious mental illness and substance use disorders. Additionally, several other services are available such as individual alcohol and drug residential services for pregnant women and outpatient alcohol and drug individual and group counseling provided by CMI Healthcare Services. St. Francis Hospital and the Cocaine Alcohol Awareness Program (C.A.A.P.'s) provide both inpatient and outpatient alcohol and drug treatment. Inpatient services are available at Serenity Recovery Services, Harbor House, Synergy Treatment Center, Delta Medical Center, and Lakeside Behavioral Health Hospital. While PATH Program Participants are enrolled in the program they receive mental health services, housing referral/placement services, medication services, primary care services, and case management services. During the assessment Consumer's request or present need for substance abuse treatment services, PATH Staff will assist Consumer's in retrieving these services.

- A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH-enrolled clients.

CMIHS's PATH Program provides services to uninsured/insured adult individuals who are literally homeless or imminently homeless who may not have mental health services. PATH eligibility is determined during the outreach and engagement process. PATH staff members work diligently to verify homelessness via staff observation, verification from other provider agencies, witnesses, and self-declaration of homelessness from individuals seeking services. Upon entry into the program, a letter may be provided from a current or previous service provider or the PATH Program enrollee. Some consumers that enroll in CMIHS's PATH Program are previous recipients of mental health services and have a previous diagnosis. Consumers encountered on the street are assessed in four areas of functioning; the four areas include (1) activities of daily living, (2) interpersonal function, (3) adaptation to change, and (4) concentration, task performance, and pace. Within the first 24 hours of enrollment into CMIHS's PATH Program, new Program Participants will receive an appointment for an Individual Psychological Exam from a certified medical professional. The physician records his or her findings from the IPE on specified CMIHS forms and all documentation is kept in a medical record for the individual and the individual medical record is kept in the medical records department located at CMI Healthcare Services location.

- **Data** – Describe the provider's participation in HMIS and describe plans for continued training and how providers will support new staff. For any providers not fully participating in HMIS, please describe plans to complete HMIS implementation.

The CMI Healthcare Services PATH Program staff is currently fully utilizing HMIS, attends all training relevant to HMIS activities and will continue to attend any additional HMIS training as it becomes available. HMIS data is entered by the PATH Program staff daily. The Program Coordinator and PATH staff have been trained to use the Homeless Management Information System. The PATH program uses HMIS to enter enrollment and outreach data, to track the needs of and to make electronic referrals to

other service providers utilizing HMIS. Currently all PATH Program staff utilize HMIS for program entry, reporting, and access to the Coordinated Entry process.

- **SOAR (SSI/SSDI Outreach, Access, and Recovery)** – Describe the provider’s plan to ensure that PATH staff have completed the SOAR Online Course and which staff plan to assist consumers with SSI/SSDI applications using the SOAR model and track the outcomes of those applications in the SOAR Online Application Tracking (OAT) system. If the provider does not use SOAR, describe the system used to improve the accurate and timely completion of mainstream benefit applications (e.g. SSI/SSDI).

When a new PATH staff member is hired, they are immediately trained in how to complete the SOAR application process with individuals. All PATH staff members assist enrolled consumers with SSI/SSDI applications using the SOAR model. The SOAR Coordinator tracks the progress of all applications in the SOAR Online Application Tracking (OAT) system.

All PATH Staff are trained in the SOAR process via the Online Course guided by the SOAR Coordinator.

All PATH Staff assist Consumers with gathering needed supporting documentation and completing forms to help move Consumers through the SOAR process quickly.

- Also describe the efforts used to train staff on this alternative system and what technical assistance or support they receive to ensure quality applications if they do not use the SAMHSA SOAR TA Center.

The SOAR Coordinator currently uses the SAMSHA SOAR TA and OAT’s (Online Application Tracking) to track applications and does not use an alternative system. The PATH Program staff have registered for the OAT system to track input and track the success of SOAR applications.

- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).

PATH Care Managers/ Outreach Workers coordinate housing services for interested PATH eligible clients. Many shelter beds are provided through the Memphis Union Mission and Calvary Rescue Mission for men and Missionaries of Charity, the Hospitality Hub and Clare’s House for women. Living for Christ Restoration House and Room in the Inn provides shelter for both men and women. Peabody House Emergency/Transitional Shelter provides housing for consumers who are HIV/AIDS positive. Consumers are also referred to various other housing programs for which they may be eligible. These include but are not limited to Family Haven Apartments, Agape, the Salvation Army Women’s Purdue Center for Hope, and Metropolitan Inter-Faith Association’s housing services. PATH staff participates in the local CoC’s Coordinated Entry Process, CMIHS's PATH Staff have used it as a resource to locate housing for chronically homeless, severely persistent mentally ill individuals that may not typically find housing. This strategy ensures that those who would normally not be eligible for housing receive the same opportunity to be housed via a low-barrier process. The PATH Team also uses Leasing Angels and the Affordable Housing List distributed from CAFTH to assist clients with income to locate rental options.

Once a consumer is ready to be housed via the Coordinated Entry process, individuals are referred to various HUD-funded housing programs including CMIHS’s Alice Avenue Project for homeless mentally ill women which is a permanent supportive housing program. CMI Healthcare Services has one fixed site permanent housing program that PATH staff refers to which is the Kansas Street

Apartments. The PATH staff also refers to CMI Healthcare Service's TBRA program, which is a two-year housing assistance program.

Program participants are also referred to programs that are not managed by CMI Healthcare Services. All the above listed programs participate in the coordinated entry process.

- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.

The demographics of the PATH program staff are comprised of five staff members: three African American females and two African American males. Two female staff members and one male staff are between the ages of 20-30 years old, one female staff is between 31-40 years old and one male staff between the ages 60-70 years old. The agency continues to recruit employees that are representative of the racial/ethnic diversity of the clients served through the PATH program.

All employees of CMI Healthcare Services are required to adhere to the agency policy that does not discriminate based on race, gender, sexual orientation, religion, national or ethnic orientation, or age in the provision of services. The PATH Program Coordinator has completed training and the new PATH staff will be trained specifically on LBGT issues at Out Memphis/Love Doesn't Hurt and works with them to assist clients that they serve with housing issues pertaining to mental health and locating housing. The PATH Program is now relying on Out Memphis/Love Doesn't Hurt to assist with issues specific to individuals from the gay, lesbian, bisexual, and transgendered community.

All employees receive annual training regarding cultural diversity, homeless issues, mental illness and substance abuse issues, and appropriate client/staff relationships. Staff also receive monthly training and attend the annual PATH training in Nashville, TN.

The PATH program has access to the Shelby County Language Line and Google translate to provide better accessibility for and to individuals who have a non-English speaking origin. CMI Healthcare Services understands the importance of non-English speaking clients having the ability to effectively communicate and advocate for themselves, which is why they have made the Language Line/Google translate available to all consumers and staff in need of assistance. PATH staff members are trained in how to access language services and how to competently assist individuals that have language needs. The Shelby County Language Line helps with any language spoken in the world.

CMI Healthcare Services administers Customer Satisfaction Surveys for tracking and improving the delivery of mental health care for individuals served at CMIHS. The results gathered from surveys are used to measure and improve the services for all recipients of services provided at CMI Healthcare Services.

- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.

Although CMIHS's PATH Program does not provide services based on race, gender, religion, national/ethnic orientation, or age there is a trend in the demographics of years of age. Consumers severed by CMIHS's PATH Program will come from various populations including the elderly, victims of crime, gay, lesbian, bisexual and transgender communities and individuals with co-occurring disorders. The PATH Program will refer homeless children with a serious emotional disturbance to the PATH C&Y HOP Program. As of today's date, forty percent of individuals served by the PATH

Program during FY24-25 were literally and chronically homeless, sixty percent served by the PATH program will be literally homeless. During FY 24-25, seventy percent of PATH program participants were African American, and twenty five percent were Caucasian while less than five percent of program participants are from other racial backgrounds. Among program participants, around forty percent are male, and fifty percent are female, while less than five percent refused or reported as transgender.

The PATH Program expects to contact at least 250 individuals during the upcoming grant year. These contacts will come from referrals, walk-ins, and individuals outreached on the streets and shelters. This total also includes individuals who may or may not fit the criteria for the PATH Program.

The PATH Program anticipates enrolling 200 Program Participants. This number includes people contacted, then enrolled and those enrolled from the previous year and still receiving services. This projection is still a goal regardless of the several staff changes.

The projected goal is that eighty percent of adult clients enrolled in the PATH Program will be literally homeless.

- **Consumer Involvement** – Describe how individuals, who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed.
- as staff or volunteers or serve on governing or formal advisory boards. See Appendix I – Guidelines for Consumer and Family Participation.

Upon entry into the PATH program emergency contact and family member information is requested and releases of information are signed to release information to selected family members. All PATH program participants and their family members are encouraged to take part in the PATH program process to ensure a higher success rate for PATH program participants.

The PATH program employs one part time formerly homeless consumer with a diagnosed mental illness. This individual is an invaluable asset to the program, providing a consumer's perspective to the development of policies and procedures for the program. The responses are reviewed, submitted for evaluation and improvements are implemented as needed. The PATH Program also maintains an open-door policy for Consumer's and their families/care providers. The PATH Team works to coordinate care with all involved family members and care providers when the proper releases of information have been signed.

Budget Narrative – Provide a budget narrative that includes the local-area provider's use of PATH funds. See Appendix C for a sample detailed budget.

Budget Narrative and Justification

Prepare a separate budget narrative that provides additional detail regarding PATH federal and match (i.e., state and local) funds requested for each object class category. See the example below for the

level of detail to include in the budget for each local provider agency. Submit budgets for the local provider agency with Section C: Local Provider Intended Use Plan.

JUSTIFICATION for travel, equipment, supplies, contractual, and other items. NOTE: equipment purchases (durable goods worth \$5,000+) are generally not allowed.

Other (In-Kind Expense) - **\$39,551**

Medications

\$2500 (per month) X 12 mos = **\$30,000**

Transportation (Bus Passes for PATH Program Consumers)

\$2.00 (per bus pass) X 200 (bus passes) X 12 mos = **\$4800.00**

Outreach Supplies

\$255.91 per month X 12 mos = **\$3,071**

Other

Flyers/Outreach Advertisement = **\$1,680**

The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
a. Personnel	\$ 100,437	\$ 0	\$ 100,437	

Position *	Annual Salary *	% of time spent on PATH *	PATH-Funded FTE	PATH-Funded Salary *	Matched Dollars *	Total Dollars	Comments
Case Manager	33,996.00	49.00 %	0.49	16,808.00	0.00	16,808.00	
Case Manager	33,996.00	49.00 %	0.49	16,808.00	0.00	16,808.00	
Outreach worker	33,996.00	49.00 %	0.49	16,808.00	0.00	16,808.00	
Peer Support Specialist	20,484.00	34.00 %	0.34	6,987.00	0.00	6,987.00	
Other (Describe in Comments)	47,004.00	46.00 %	0.46	21,600.00	0.00	21,600.00	PATH Coordinator
Other (Describe in Comments)	42,996.00	50.00 %	0.50	21,426.00	0.00	21,426.00	PATH Regional SOAR Spec.

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
b. Fringe Benefits	18.14 %	\$ 18,216.00	\$ 0.00	\$ 18,216.00	

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	

No Data Available

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	

No Data Available

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	

No Data Available

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
f. Contractual	\$ 0.00	\$ 0.00	\$ 0.00	

No Data Available

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
g. Housing	\$ 0.00	\$ 0.00	\$ 0.00	

No Data Available

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
h. Construction (non-allowable)				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
i. Other	\$ 0.00	\$ 39,551.00	\$ 39,551.00	

Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Client: Other (Describe in Comments)	\$ 0.00	\$ 39,551.00	\$ 39,551.00	In-Kind Client prescriptions, transportation, and behavioral health assistance.

j. Total Direct Charges (Sum of a-i)	\$ 118,653.00	\$ 39,551.00	\$ 158,204.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
k. Indirect Costs (Administrative Costs)	\$ 0.00	\$ 0.00	\$ 0.00	

l. Grand Total (Sum of j and k)	\$ 118,653.00	\$ 39,551.00	\$ 158,204.00	
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Source(s) of Match Dollars for State Funds:

Estimated Number of Persons to be Contacted: 250 Estimated Number of Persons to be Enrolled: 200
 Estimated Number of Persons to be Contacted who are Literally Homeless: 160
 Number staff trained in SOAR in grant year ending in 2023: 4 Number of PATH-funded consumers assisted through SOAR: 4
 FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

GRANT BUDGET SUMMARY				
Agency Name: Case Management, Inc.				
Program Code Name: PATH Combined				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$200,915.00	\$0.00	\$200,915.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$39,551.00	\$39,551.00
25	GRAND TOTAL	\$200,915.00	\$39,551.00	\$240,466.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET				
Agency Name: Case Management, Inc.				
Program Code Name: PATH Formula Grant SFY25				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$118,653.00	\$0.00	\$118,653.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$118,653.00	\$0.00	\$118,653.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Case Management, Inc.
 Program Code Name: PATH Formula Grant SFY25
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$100,436.00
Benefits and Taxes Budget	\$18,217.00
TOTAL	\$118,653.00

Agency Name: Case Management, Inc.
 Program Code Name: PATH Formula Grant SFY25

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
PATH Coordinaor	\$3,917	45.96%	12	\$21,600	18.50%	\$3,996
PATH Care Manager	\$2,833	49.44%	12	\$16,808	18.50%	\$3,109
PATH Regional Soar Specialist	\$3,583	49.83%	12	\$21,426	18.50%	\$3,964
PATH Peer Counselor	\$1,707	34.12%	12	\$6,987	13.29%	\$929
PATH Care Manager	\$2,833	49.44%	12	\$16,808	18.50%	\$3,109
PATH Outreach Worker	\$2,833	49.44%	12	\$16,808	18.50%	\$3,109
TOTAL				\$100,436		\$18,217

GRANT BUDGET				
Agency Name: Case Management, Inc.				
Program Code Name: Local Match PATH				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$0.00	\$0.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$39,551.00	\$39,551.00
25	GRAND TOTAL	\$0.00	\$39,551.00	\$39,551.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Case Management, Inc.
 Program Code Name: Local Match PATH
 Begin Date: 7/1/2024
 End Date: 6/30/2025

IN-KIND EXPENSES	AMOUNT
In-kind Expenses	\$39,551.00
TOTAL	\$39,551.00

GRANT BUDGET				
Agency Name: Case Management, Inc.				
Program Code Name: PATH Grant Supplement				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$82,262.00	\$0.00	\$82,262.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$82,262.00	\$0.00	\$82,262.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Case Management, Inc.
 Program Code Name: PATH Grant Supplemen
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$69,714.00
Benefits and Taxes Budget	\$12,548.00
TOTAL	\$82,262.00

Agency Name: Case Management, Inc.
 Program Code Name: PATH Grant Supplement

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
PATH Coordinaor	\$3,917	30.32%	12	\$14,252	18.00%	\$2,565
PATH Care Manager	\$2,833	31.67%	12	\$10,767	18.00%	\$1,938
PATH Regional Soar Specialist	\$3,583	38.79%	12	\$16,678	18.00%	\$3,002
PATH Peer Counselor	\$1,707	31.67%	12	\$6,486	18.00%	\$1,167
PATH Care Manager	\$2,833	31.67%	12	\$10,765	18.00%	\$1,938
PATH Outreach Worker	\$2,833	31.67%	12	\$10,767	18.00%	\$1,938
TOTAL				\$69,714		\$12,548

Footnotes:

II. Executive Summary

Intended Use Plans

East Tennessee State University- Johnson City Downtown Clinic

202 West Fairview Ave.

Johnson City, TN 37614

Contact: Judy Rice

Email Address:

Provider Type: Health Care for the Homeless/other health agency

PDX ID: TN-001

State Provider ID:

Contact Phone #: 423-434-0984

- **Local Provider Description** – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.
- **Collaboration with HUD CoC Program** – HUD’s **Continuum of Care (CoC) Program** is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers and State and local governments and promoting access to mainstream programs by homeless individuals and families. Describe the organization’s participation with local HUD CoC recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the CoC(s), briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.
- **Collaboration with Local Community Organizations** – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary care, mental health, substance use, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.
- **Service Provision** – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including:
 - How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with COD, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing;
 - Any gaps that exist in the current service systems;
 - A brief description of the current services available to clients who have a COD; and
 - A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients.
- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).
- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.
- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.
- **Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.
- **Budget Narrative** – Provide a budget and budget narrative that includes the local-area provider’s use of PATH funds.

Intended Use Plan (IUP) ETSU JCDDC

Fiscal Year 2024-25

Local Area Provider Description – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.

The PATH program is administered by the Johnson City Community Health Center (JCCHC) and the Johnson City Downtown Clinic Day Center for the Homeless and Indigent. The JCCHC is a federally qualified health center (FQHC) that is managed by East Tennessee State University, College of Nursing (ETSU-CON). The Day Center is a non-profit, nurse managed clinic that provides primary physical and mental health care to homeless, indigent and TennCare clients five days per week. As a service of a public university, the clinic is operated as part of a public not-for-profit entity. The JCCHC receives federal funding to operate as a Consolidated Health Center/Healthcare for the Homeless/Migrant Health Center ((CHC/HCH/MHC) in Northeast Tennessee. The JCCHC is designated as a Health Professional Shortage Area (HPSA) facility. The JCCHC and Day Center serve Washington, Carter, Unicoi, Sullivan and Greene County. Additionally, the clinic serves clients from bordering states such as Virginia and North Carolina.

The PATH contract is for \$149,895 and the grantee participation is \$35,218 for a total of \$185,113.00

Collaboration with HUD Continuum of Care (CoC) Program – Describe the organization's participation with local HUD Continuum of Care (CoC) recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the Continuum(s) of Care, briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.

The geographical area served by the Johnson City Day Center PATH program does have a HUD funded Continuum of Care Program. The Day Center continues to be an active participant of the program. PATH clients have access to transitional housing through the HUD Continuum of Care. The Day Center's most chronic PATH clients will have access to permanent supportive housing as part of the HUD Continuum of Care. The Appalachian Regional Coalition to End Homelessness (ARCH), which is a public, private partnership, is working to address needs of homeless clients. The coalition is comprised of representatives from local agencies including the Day Center, Frontier Health, Inc., Good Samaritan, Fairview Housing, Salvation Army, Haven of Rest Mission, The River, and Hope Haven Rescue Mission. ARCH meetings are held on a monthly basis. PATH staff attend all ARCH meetings as well as any training they offer. Representatives from government agencies such as the City of Johnson City, TN, City of Kingsport, TN and City of Bristol, TN as well as several local businesses also participate in ARCH. The City of Johnson City has hired a homeless outreach coordinator who also participated in ARCH meetings.

Collaboration with Local Community Organizations – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary health, mental health, substance use disorder, housing, employment) to PATH-eligible clients,

and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.

PATH eligible clients at the JCDC have access to temporary shelters such as the Salvation Army, Safe Passage, Family Promise and the Haven of Mercy. Food and social support are provided by the Melting Pot, Haven of Mercy, Salvation Army, Second Harvest, Loaves of Fishes, and Good Samaritan. The Day Center also provides food assistance. Several local churches provide monthly food boxes to our clients. Housing services for PATH eligible clients are coordinated with East Tennessee Veterans Resources, Kingsport Housing and Redevelopment Agency (shelter plus care housing program), ARCH and the Johnson City Housing Authority. Frontier Health, Inc., the local CMHC, provides crisis and out-patient psychiatric services, along with the James H. Quillen Veterans Administration. There are several MAT treatment centers in our community. The staff from the JCDC have visited these facilities and have ongoing communication with the facilities to coordinate care for clients with substance abuse disorders. JCDC has a peer recovery specialist who works with our clients who have substance abuse disorders. PATH staff have regular communications with in-patient psychiatric facility to coordinate services for clients who are homeless and have a mental illness. Primary health care services including laboratory services are provided on-site at the JCCHC. Audiology, speech therapy, physical therapy, dental hygiene, radiology and nutritionist services are provided at JCCHC and all PATH clients have access to these services. Associated Pathologists and Ballad Health provide laboratory services. The PATH staff also work closely with the Carter County Detention Center and the Washington County Detention Center. The JCDC case manager is starting a weekly outreach with the case manager from the Salvation Army. PATH staff are working the new homeless outreach coordinator hired by the City of Johnson City.

- **Service Provision** – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including how the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with serious mental illness and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing.

JCDC staff will continue to engage in outreach activities several times per week. The local shelters, soup kitchens, known encampments and the public library will be visited by PATH staff. PATH staff will also maintain weekly contact with local hospitals and police departments. PATH staff outreach to the Carter County Detention Center on a weekly basis. The Peer Recovery Specialist at JCDC outreaches to Washington County Detention Center bimonthly. Regular meetings and in-services are provided to the local psychiatric hospitals in order to coordinate care of PATH clients. PATH staff also provides in-services to churches and other community agencies to facilitate identifying any clients in the area who are experiencing homelessness and have a mental illness. Case management is provided at the Day Center 5 days per week.

- o Any gaps that exist in the current service systems;

Housing continues to be a significant barrier. Many of our clients are unable to obtain employment and or public housing due to having a prior felony. It is especially difficult to find housing for clients with a prior sexual offense. The Shelter Plus Care Housing Program has very limited space and it is not uncommon for clients to have to wait at least nine months before they can obtain housing. Maintaining housing can be difficult when clients experience financial stressors related to unemployment or psychiatric symptom exacerbation.

Access to care barriers continues to be one of the most significant service gaps for PATH eligible individuals and families who continue to have trouble assessing traditional mental health services, especially for substance dependence issues. Access to substance abuse treatment is an extremely significant problem in our region. The waiting list for the only transitional facility in the area for substance abuse is currently 9-12 months. Access to inpatient hospitalization for mental health treatment continues to be a significant barrier. Access to services is often restricted related to lack of health insurance or other fiscal resources and process of care issues, and lack of availability of inpatient beds. Lack of health insurance continues to be a major barrier to mental health care. Without insurance or fiscal resources, access to needed services or sustainability of current services such as psychotropic medications is problematic. When clients are bridged to the local CMHC, it continues to take at least one month before they are able to see a prescriber, often leading to clinical destabilization. Although a typical month sees 580-799 people at our Day Center, resources are not adequate for half that number.

o A brief description of the current services available to clients who have both a serious mental illness and a substance use disorder; and

For nearly 30 years, the Johnson City Day Center has endeavored to provide persons experiencing homelessness in Northeast Tennessee with daytime access to medical and behavioral health services, shelter, food, clothing, showers, laundry services, telephone, mailboxes, computers, employment assistance, group therapy, and individual case management. It is not uncommon to have a month in which over 500 showers are provided to clients. The Day Center PATH staff will continue to work with community agencies to increase availability of, and access to, services for dually diagnosed PATH clients. Day Center PATH services for dually diagnosed clients will continue to include the use of a non-traditional, non-abstinence model at the initiation of services. SMART Recovery Group is conducted on-site on a weekly basis at the Day Center by a LCSW. In-patient detoxification services are coordinated with Ballad Health, Creekside, or the VA. Primary care services are provided at the Day Center in addition to the JCCHC site. The homeless outreach coordinator from the VA comes to contacts us when they work with any veterans who are experiencing homelessness.

o A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH-enrolled clients.

PATH eligibility is determined in two ways and occurs through inreach or outreach. Every new client that comes to the center has an orientation to the center and during the orientation; a PATH screening tool is administered. When staff do outreach, new potential clients are administered the PATH screening tool. If clients are deemed PATH eligible either through inreach or outreach, they are immediately enrolled in the program. Eligibility and enrollment are documented in the Electronic Health Record System, HMIS, and also in the case management file.

• **Data** – Describe the provider’s participation in HMIS and describe plans for continued training and how providers will support new staff. For any providers not fully participating in HMIS, please describe plans to complete HMIS implementation.

PATH staff have received training on using HMIS. PATH staff are currently entering data into HMIS on all PATH clients. New staff are trained during their orientation.

The JCDC PATH case manager is now fully trained in SOAR. All new PATH employees must now complete the online SOAR training as part of their orientation.

- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).

Housing continues to be a critical initiative of PATH services. Every PATH eligible client is provided with a thorough review of housing needs and options. Those clients desiring housing are actively supported through case management, referrals, and coordination with the housing resources of Frontier Health, Inc. The Day Center continues a cooperative effort with the local SRO providers in the community to give preference to Day Center PATH clients and to work with the Day Center when problems arise with a housed client's behavior in order to prevent loss of housing. PATH clients with co-occurring serious mental illness and substance abuse disorders are given preference for placement at Manna House, a transitional housing facility for dually diagnosed clients. There are 89 permanent supportive housing units available for the chronically mentally ill in our region. The Salvation Army in Johnson City offers transitional housing for homeless clients who are veterans. Eligible clients are enrolled in the Shelter Plus Care Housing Program which is a HUD grant utilized by Kingsport Housing and Redevelopment Authority. If a PATH client isn't eligible for SPC then they would be referred to our local housing authority, Johnson City Housing Authority (JCHA).

- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.

Seven of the staff are from the Appalachian region and possess regional awareness and sensitivity to the special needs of individuals from the Appalachian culture and of the population served by PATH services. The majority of PATH staff are female and between the age group of 30-58. The Primary Health Services for Hispanics and Migrants initiative, funded by the CDC, is still housed at the JCCHC and continues to provide more opportunities for PATH staff to work with the Hispanic population. Outreach is provided to the migrant camps during farming season. The staff of the Day Center PATH program undergo cultural competency staff development training twice a year and attend a mandatory, annual cultural diversity workshop offered through East Tennessee State University.

- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.

The primary service area for the Day Center PATH program is Washington County, Tennessee, a non-urban county, with an estimated 2023 population of 136,172. Although the county is considered the service area, and includes Johnson City, ETSU, and the Day Center, the clinic attracts clients from the

entire northeast Tennessee region. Because of continued outreach to the Carter County Detention Center, more clients from Carter County are being served by the PATH program. Many of these clients are coming to the Day Center for services after their release. Washington County is a partially designated Medically Underserved Area (MUA). The number of homeless persons in the service area continues to rise. Sixty five percent of PATH clients identify as male. Additionally, 48% of PATH clients are between the ages of 18-40 and 52% are over the age of 41. The most common diagnosis of PATH clients is affective disorders with psychotic disorders being the second most common. Approximately 60% of PATH clients have a co-occurring substance abuse disorder. A minimum of 400 outreach contacts and 100 additional PATH eligibility screening will occur. It is projected that at least 50% of PATH clients will be “literally” homeless.

- **Consumer Involvement** – Describe how individuals, who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.

Consumer involvement continues to be an integral part of the Day Center PATH program. All PATH-eligible clients are the leaders of their treatment planning terms and have input at every level of service planning. When new services, or modifications of present services, are planned, consumer input is solicited and is part of the active planning. As part of compliance with the performance measures for JCCHC’s UDS grant, patient satisfaction surveys are administered to patients who receive care at both facilities during a one week period every year. Informal forums for PATH clients are held to provide a mechanism to solicit feedback from clients regarding PATH funded services. A governing board for the JCCHC meets on a monthly basis. The governing board is a 501(c)(3)board and includes 51% users among the 19 members. Lastly, the constituency of the Johnson City Coalition membership includes identification of consumers.

- **Budget Narrative** – Provide a budget narrative that includes the local-area provider’s use of PATH funds.

The PATH contract is for \$146,895 and the grantee participation is \$35,218 for a total of \$182,113.00. ETSU-JCDC will use PATH funds primarily for salaries of staff who directly work with PATH clients. Forty percent of each case manager’s salary will be funded by PATH. Lastly, 40% of the psychiatric nurse practitioner’s salary will be funded by PATH.

The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
a. Personnel	\$ 56,223	\$ 26,923	\$ 83,146	

Position *	Annual Salary *	% of time spent on PATH *	PATH-Funded FTE	PATH-Funded Salary *	Matched Dollars *	Total Dollars	Comments
Case Manager	45,108.00	39.00 %	0.20	8,797.00	0.00	8,797.00	
Registered Nurse	132,552.00	38.00 %	0.19	25,474.00	0.00	25,474.00	Psych NP
Registered Nurse	119,544.00	23.00 %	0.00	0.00	26,923.00	26,923.00	Nurse Practitioner
Social Worker	57,360.00	39.00 %	0.19	11,185.00	0.00	11,185.00	LCSW
Other (Describe in Comments)	55,212.00	39.00 %	0.20	10,767.00	0.00	10,767.00	Police Officer

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
b. Fringe Benefits	26.98 %	\$ 22,429.00	\$ 8,295.00	\$ 30,724.00	

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
c. Travel	\$ 2,000.00	\$ 0.00	\$ 2,000.00	

Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Annual PATH Conference	\$ 2,000.00	\$ 0.00	\$ 2,000.00	

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
f. Contractual	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
g. Housing	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
h. Construction (non-allowable)				
i. Other	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

j. Total Direct Charges (Sum of a-i)	\$ 80,652.00	\$ 35,218.00	\$ 115,870.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
k. Indirect Costs (Administrative Costs)	\$ 25,002.00	\$ 0.00	\$ 25,002.00	

l. Grand Total (Sum of j and k)	\$ 105,654.00	\$ 35,218.00	\$ 140,872.00	
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Source(s) of Match Dollars for State Funds:

Estimated Number of Persons to be Contacted:	400	Estimated Number of Persons to be Enrolled:	100
Estimated Number of Persons to be Contacted who are Literally Homeless:	200		
Number staff trained in SOAR in grant year ending in 2023:	1	Number of PATH-funded consumers assisted through SOAR:	2
FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2			

GRANT BUDGET SUMMARY				
Agency Name: East Tennessee State University				
Program Code Name: PATH Combined				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$109,674.00	\$35,218.00	\$144,892.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$2,000.00	\$0.00	\$2,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$2,750.00	\$0.00	\$2,750.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$35,471.00	\$0.00	\$35,471.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$149,895.00	\$35,218.00	\$185,113.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET				
Agency Name: East Tennessee State University				
Program Code Name: PATH Formula Grant SFY25				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$78,652.00	\$0.00	\$78,652.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$2,000.00	\$0.00	\$2,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$25,002.00	\$0.00	\$25,002.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$105,654.00	\$0.00	\$105,654.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: East Tennessee State University
 Program Code Name: PATH Formula Grant SFY25
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$56,223.00
Benefits and Taxes Budget	\$22,429.00
TOTAL	\$78,652.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Travel, Conference, & Meetings	\$2,000.00
TOTAL	\$2,000.00

INDIRECT COST	AMOUNT
Indirect Cost	\$25,002.00
TOTAL	\$25,002.00

Agency Name: East Tennessee State University
 Program Code Name: PATH Formula Grant SFY25

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Psych Nurse Practitioner	\$11,046	38.44%	6	\$25,474	31.83%	\$8,108
Case Manager	\$3,759	39.00%	6	\$8,797	55.00%	\$4,838
LCSW	\$4,780	39.00%	6	\$11,185	31.83%	\$3,560
Police Officer	\$4,601	39.00%	6	\$10,767	55.00%	\$5,922
TOTAL				\$56,223		\$22,429

GRANT BUDGET				
Agency Name: East Tennessee State University				
Program Code Name: Local Match PATH				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$35,218.00	\$35,218.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$0.00	\$35,218.00	\$35,218.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: East Tennessee State University
 Program Code Name: Local Match PATH
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$26,923.00
Benefits and Taxes Budget	\$8,295.00
TOTAL	\$35,218.00

Agency Name: East Tennessee State University
Program Code Name: Local Match PATH

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Nurse Practitioner	\$9,962	22.52%	12	\$26,923	30.81%	\$8,295
TOTAL				\$26,923		\$8,295

GRANT BUDGET				
Agency Name: East Tennessee State University				
Program Code Name: PATH Grant Supplement				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$31,022.00	\$0.00	\$31,022.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$2,750.00	\$0.00	\$2,750.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$10,469.00	\$0.00	\$10,469.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$44,241.00	\$0.00	\$44,241.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: East Tennessee State University
 Program Code Name: PATH Grant Supplement
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$22,209.00
Benefits and Taxes Budget	\$8,813.00
TOTAL	\$31,022.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$2,750.00
TOTAL	\$2,750.00

INDIRECT COST	AMOUNT
Indirect Cost	\$10,469.00
TOTAL	\$10,469.00

Agency Name: East Tennessee State University
Program Code Name: PATH Grant Supplement

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Psych Nurse Practitioner	\$11,046	15.67%	6	\$10,383	31.83%	\$3,305
Case Manager	\$3,759	15.00%	6	\$3,383	55.00%	\$1,861
LCSW	\$4,780	15.00%	6	\$4,302	31.83%	\$1,369
Police Officer	\$4,601	15.00%	6	\$4,141	55.00%	\$2,278
TOTAL				\$22,209		\$8,813

Footnotes:

II. Executive Summary

Intended Use Plans

Helen Ross McNabb Center

205 W. Springdale Ave
Knoxville, TN 37917

Contact: Jessica Carlton

Email Address:

Provider Type: Community mental health center

PDX ID: TN-003

State Provider ID:

Contact Phone #: 865-637-9711

- **Local Provider Description** – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.
- **Collaboration with HUD CoC Program** – HUD’s **Continuum of Care (CoC) Program** is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers and State and local governments and promoting access to mainstream programs by homeless individuals and families. Describe the organization’s participation with local HUD CoC recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the CoC(s), briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.
- **Collaboration with Local Community Organizations** – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary care, mental health, substance use, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.
- **Service Provision** – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including:
 - How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with COD, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing;
 - Any gaps that exist in the current service systems;
 - A brief description of the current services available to clients who have a COD; and
 - A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients.
- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).
- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.
- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.
- **Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.
- **Budget Narrative** – Provide a budget and budget narrative that includes the local-area provider’s use of PATH funds.

Intended Use Plan (IUP) Instructions

Local Area Provider Description – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.

The McNabb Center is a private, not-for-profit, regional community mental health facility. McNabb began serving the community’s children in 1948 and has since evolved into a comprehensive regional system of care that provides mental health treatment, substance use treatment, victim services, and other social services to children, adults, and families. McNabb serves 29 counties in East Tennessee and has over 15 locations. The Center provides services in both Region II and Region III. McNabb’s PATH Program serves individuals who reside in Knoxville and Knox County.

McNabb receives \$103,314 from the Federal PATH Grant. These funds are allocated and received through the State of Tennessee’s Department of Mental Health and Substance Abuse Services. The Federal PATH funds go to direct services offered by the McNabb Center. The PATH State Grant Supplements \$88,765, and the PATH required local match (supplied by agency) provides an additional \$34,438. PATH total \$226,517. Included in the Salary budget is a full-time SOAR Outreach Worker specifically designated for SOAR.

Collaboration with HUD Continuum of Care (CoC) Program – Describe the organization’s participation with local HUD Continuum of Care (CoC) recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the Continuum(s) of Care, briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.

Since opening the doors more than 75 years ago, the vision of the McNabb Center has been to provide services that improve the lives and well-being of persons in the community who suffer from the most impairing disorders and the most disadvantaging social circumstances by fostering an environment where the diversity of all populations is valued and respected. Community collaboration and coordination is vital to the success of this program and working to eliminate homelessness. PATH collaborates with multiple agencies in the community, including but not limited to: Tennessee Valley Homeless Coalition, Community Action Center Homeward Bound, Voluntary Ministry Center, Salvation Army, Family Promise, Positively Living, Catholic Charities, and the Knox Area Rescue Mission. PATH staff participate in monthly meetings with the Knox County Homeless Coalition, which includes representatives from multiple agencies within the CoC.

Additionally, PATH supervisors have served in the roles of Secretary and Vice President of the Knoxville-Knox County Homeless Coalition over the past five years. PATH staff are members of the Outreach and Engagement Committee and Education and Training Committee. These meetings bring together several agencies within the CoC in order to increase the

effectiveness of serving those in the homeless population with the greatest barriers to achieving housing (i.e. frequently incarcerated and/or multiple evictions). PATH Outreach Workers and Team Leader enter all homeless outreach data in to the Knox HMIS database, and they attend weekly Coordinated Entry System (CES) Committee meetings. The most vulnerable PATH clients are entered into the Coordinated Entry System, which Knoxville has named the Coordinated Housing Assessment and Match Plan (CHAMP). The Center's Recovery Services Coordinator attends monthly CHAMP Point-of-Contact meetings.

Collaboration with Local Community Organizations – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary health, mental health, substance use disorder, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.

In the Knoxville/Knox County area, there are several community agencies that provide services to the homeless population; however, these agencies do not directly target the Severely and Persistently Mentally Ill (SPMI) population that the PATH and SOAR Programs serve. The following is a list of local agencies who serve the homeless population and who access/refer to the PATH Program for services such as permanent housing, mental health treatment, assistance in obtaining a source of income, and other linkage and advocacy services: Salvation Army, Knox Area Rescue Ministries, Peninsula Hospital, Mobile Crisis, Knoxville and Morristown Crisis Stabilization Units, Ridgeview Mental Health, Knoxville Section 8 Office, Knox County Community Action Committee, Tennessee Department of Health and Human Services, Home Based Employment, Inc., Benevolent Client Services, Knoxville Community Development Corporation, Catholic Charities, Volunteer Ministries Center, Knox County Health Department, Interfaith Health Clinic, VA Services, Compassion Coalition, Helen Ross McNabb Center Outpatient Services, Coordinated Care Meeting, Parkridge Harbor, Knox County Detention Facility, Public Defender's Office, Youth Villages, UT Legal Clinic, YWCA, Cherokee Health Systems, Housing and Urban Development, Ladies of Charity, Angelic Ministries, Knox County Housing Authority, Serenity Shelter, Partner's Housing Committee, Family Crisis Center, Legal Aid, Volunteers of America, STEPS House, Family Promise of Knoxville, Minvilla Manor, CareCuts, Metro Drug Coalition, and Flenniken Landing.

Coordination with local community agencies is achieved by PATH staff attending monthly Knox County Homeless Coalition meetings. PATH also works directly with, and receives referrals from, Knoxville Police Department's Homeless Outreach Officers who have been tasked with locating individuals experiencing homelessness at local campsites. PATH works in tandem with Volunteer Ministries' Street Outreach Team to assist those individuals who are experiencing both homelessness and mental illness. If a client is outreached to by the PATH team, and this individual does not meet criteria for the program, they are referred and connected to Homeward Bound, Volunteer Ministry Center, or Volunteers of America (Veteran services).

Service Provision – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including:

- How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with serious mental illness who are veterans and experiencing homelessness, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing

The PATH Team conducts outreach to gather data to assist the team in assessing the needs, possible diagnoses, barriers, and vulnerability of each person encountered. During the outreach phase, clients are connected to mainstream mental health services to stabilize their mental health symptoms while working on obtaining permanent housing. The PATH funding is utilized to obtain documentation needed for housing, such as birth certificate and State Identification. Funding assistance can also be provided for utility payment or connection, deposits, and rent. By assisting the clients with these barriers, we are building a foundation for them to be able to maintain long-term housing. Once housing is established, the clients are more likely to be able to maintain their mental health treatment.

- Any gaps that exist in the current service systems;

One of our greatest challenges in Knox County continues to be our ability to keep pace with those who are becoming homeless. In recent years we have seen a steady increase in the number of individuals and families on the verge of being homeless. At the same time, rental rates have significantly increased and there has been very limited development of new subsidized and/or low-income housing, causing increasingly long wait lists for available affordable properties. In FY 2022, the Knoxville, TN HUD Metro FMR Area rent for a studio or efficiency was \$717 per month and \$1,512 per month to rent a house or apartment with 4 bedrooms. The average Fair Market Rent for a 2-bedroom home was \$980 per month. In FY 2023, the rent for a studio or efficiency increased to \$887 per month and the rent for a house or apartment with 4 bedrooms increased to \$1,773 per month. The average Fair Market Rent for a 2-bedroom home in FY 2023 was \$1,156 per month. Due to these increases, PATH is placing a priority on working with the chronically homeless, as well as literally homeless, clients as defined by the state of Tennessee. Additionally, because of the lack of available housing, the PATH Team looks at community options to assist those who are at risk of homelessness in maintaining their current housing as a prevention measure.

Another big gap in this community is the lack of temporary emergency shelter for families. Our two largest shelters have limited space and will not allow men to stay in the same room as women and children. Also, these shelters will not allow any male children between the ages of 14-18 to stay at their shelters. There is only one shelter that will allow the family to stay together in shelter and allow boys over 14, and that shelter can only host approximately 8 families at a time. The families are also required to move to a new location every week. In Knoxville, families tend to choose not to enter a shelter setting and are considered couch homeless, staying with family and

friends and frequently moving. This can make it difficult for the PATH team to meet consistently with families and may lose touch with them all together.

- *A brief description of the current services available to clients who have both a serious mental illness and a substance use disorder.*

In August of 1997, The McNabb Center merged with Detoxification Rehabilitation Institute, creating a range of treatment options for individuals who are homeless and have a need for both addiction services and mental health services. These programs are offered to individuals regardless of insurance coverage who need both addiction and mental health services. The PATH Program also accesses other area resources for inpatient detoxification, inpatient residential rehabilitation, intensive outpatient, and AA/NA support groups in the community. Additionally, McNabb has the Behavioral Health Urgent Care Center, which provides 4-6 jail diversion bed for low-level offenders with both a serious mental illness and/or substance use disorders and the Workforce Support program offering supportive employment programming to individuals with co-occurring disorders. PATH staff have also familiarized themselves with local halfway houses and community funding available to assist clients with co-occurring disorders in obtaining placement.

- *A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH-enrolled clients.*

McNabb's PATH Program is a two-tier program. First, the program provides outreach to individuals who are homeless and have a mental illness for the purposes of screening and diagnostic treatment services. Secondly, the program provides transitional services for acquiring appropriate housing, the entitlement of benefits or employment, and community mental health treatment services geared toward the mentally ill, dually diagnosed, and post-adolescent consumers who are generally less likely to engage. The delivery of services by the PATH Program is typically initiated in one of the area homeless shelters, in other service agencies, through walk-in services, or on the streets of Knoxville. At the initial contact, the homeless outreach worker will screen the individual to determine whether or not he/she has a mental illness and meets the eligibility requirements of the PATH Program, requires on-going services, or needs information/referral only. Outreach services will include assessment in the community, information and referral resources, pre-vocational services, transportation, basic needs acquisition, supportive counseling, and/or case management services, based on the client's needs.

The PATH Team implemented a walk-in day for individuals to be able to readily access time with their Outreach Worker. Community partners are able to refer their clients to PATH's walk-in clinic every Thursday. Case management services offered through the homeless program consists of engagement of the consumer into mental health treatment, technical assistance in applying for housing assistance, locating and securing permanent housing through assisting the consumer with security deposits, first month's rent, one-time rental payment to prevent eviction, or utility

assistance. For those clients who are unwilling or unable to engage in the traditional PATH model due to his/her severe and persistent mental illness, case managers will continue to engage to establish a rapport with the perspective client. Case managers may work with client on a “creative outreach” basis to ensure that the individual’s needs are being met.

Data – Describe the provider’s participation in HMIS and describe plans for continued training and how providers will support new staff. For any providers not fully participating in HMIS, please describe plans to complete HMIS implementation.

The McNabb Center began entering data into the HMIS system beginning on December 15, 2015. All new staff attend trainings at the local HMIS office to receive their HMIS certification as well as login information. The team enters all PATH data into HMIS throughout each month to ensure accuracy of the data. HMIS has proven it can be an invaluable tool in assisting with coordination of care between homeless service providers. This will allow us to better communicate and work together to meet our client’s needs with other members in our CoC. Along with better coordination of care, this allows the team to avoid duplication of services to clients and to better focus on diversification of services between CoC members.

SOAR (SSI/SSDI Outreach, Access and Recovery) – Describe the provider’s plan to ensure that PATH staff have completed the SOAR Online Course and which staff plan to assist consumers with SSI/SSDI applications using the SOAR model and track the outcomes of those applications in the SOAR Online Application Tracking (OAT) system. If the provider does not use SOAR, describe the system used to improve accurate and timely completion of mainstream benefit applications (e.g. SSI/SSDI). Also describe the efforts used to train staff on this alternative system and what technical assistance or support they receive to ensure quality applications if they do not use the SAMHSA SOAR TA Center.

The Assistant Director of Homeless and Recovery Services is the Regional SOAR Lead. It is McNabb’s intention that by the end of FY24 any interns working with PATH will be trained in SOAR and that any new employees hired are trained in SOAR within 3 months of beginning employment. For those individuals enrolled in the PATH program, the SOAR Regional Coordinator will be assisting with SSI/SSDI applications using the SOAR model, while also utilizing the SOAR Online Application Tracking (OAT) system for data tracking. The SOAR Regional Coordinator is also conducting SOAR Cohort Trainings and holding monthly SOAR Support meetings for those in the community who are utilizing the SOAR model.

Housing – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).

The traditional housing options remain consistent through Section 8 Housing, Knoxville Community Development Corp (KCDC), group homes, and other forms of subsidized housing. McNabb currently operates eight sites for the SPMI population in Knox County, which not only

provide housing, but also case management, as well as two additional facilities designed specifically to meet the needs of single parents with children. For the most difficult to house individuals, rental assistance is made available through the Tennessee Department of Mental Health and Substance Abuse Services Rental Assistance Program. Housing assistance is a major priority of the PATH Program; therefore, all consumers eligible for PATH case management services are offered technical assistance in terms of planning and applying for housing.

PATH Program staff have built relationships with local private land lords who have affordable housing options for individuals that may have bad credit history, no rental history, and/or a criminal record. Beyond rendering assistance, PATH Program staff actively participate in the Knox County Homeless Coalition to improve the coordination of housing services for the homeless in the Knoxville/Knox County area. PATH continues to collaborate and actively participate with the CoC in an effort to find ways to better serve Knoxville/Knox County's homeless population. PATH staff also participate in the Outreach and Engagement Committee to discuss chronically homeless individuals who require a more intensive and collaborative effort from different agencies in the community to ensure they can locate, attain, and maintain housing.

• **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.

The McNabb Center does not discriminate on the basis of race, color, creed, sex, age, national origin, sexual orientation, and physical or mental disability. PATH staff receive annual trainings on Client/Patient Rights and Cultural Sensitivity/Competence. All PATH staff will assist any individual with PATH services as long as they meet the criteria of the program (i.e. Are 18 or older, live in Knox County, are homeless or in immediate danger of becoming homeless, and are experiencing possible symptoms of a mental illness). The PATH team does collect all demographics and utilizes HMIS to ensure all clients receive equal access to treatment, provided they meet program admission criteria.

• **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.

The PATH Program's client population is expected to follow the same trends as in FY 2023. These trends are as follows:

- Age- 3% were between the ages of 18-23, 9% were between the ages of 24-30, 18% were between the ages of 31-40, 27% were between ages 41-50, 30% were between the ages of 51-61, and 13% were over 62 years of age.
- Race- 63% were Caucasian and 37% were African American.
- Gender- 45% identified as male and 55% identified as female.

McNabb proposes to serve 360 individuals for outreach information and referral services during the course of FY24 for PATH homeless services. A minimum of 90 will receive additional outreach, case management, and advocacy through enrollment into the PATH Program.

• **Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards. See Appendix I – Guidelines for Consumer and Family Participation.

The McNabb Center actively pursues input from consumers and family members in the planning, implementation, and evaluation of our services through a number of different avenues. All services at the McNabb Center utilize a client-centered approach in treatment planning and service delivery. Case Managers encourage clients to include natural and peer supports to assist in goals towards maintaining permanent housing. PATH clients are often referred to the Friendship House Peer Support Center where they can share their lived experience with homelessness with both peers and Center staff. Clients are encouraged to participate by filling out satisfaction surveys, which not only collect the client’s feeling about the program in the form of multiple-choice questions, but also asks clients for the input about changes that could be made to the program to make services more effective.

Information and data are collected from both PATH consumers and family members through the Knox County Homeless Coalition and HMIS. The Knoxville/Knox County Homeless Coalition is also currently revising its bylaws to include a person with lived experience be a Coalition delegate to the Office of Housing Stability Board of Directors. In addition, PATH team involvement with area shelter directors and homeless advocates provides vital information for programming. The PATH Program does not utilize volunteers. This program does not have a separate governing or formal advisory board outside of the overall McNabb Center Board of Directors.

• **Budget Narrative** – Provide a budget narrative that includes the local-area provider’s use of PATH funds. See Appendix C for a sample detailed budget.

Supplementary Instruction for Standard Form 424A Budget Information – Non-Construction Programs (For Local Area Provider Intended Use Plans)

Budget Narrative and Justification

Prepare a separate budget narrative that provides additional detail regarding PATH federal and match (i.e., state and local) funds requested for each object class category. See the example below for the level of detail to include in the budget for each local provider agency. Submit budgets for the local provider agency with Section C: Local Provider Intended Use Plan.

The current breakout is:

Federal \$103,314

State \$88,765

Local Match \$34,438

BUDGET

PERSONNEL	Annual Salary	PATH-funded FTE	PATH-funded	TOTAL
Position			Salary	
Homeless Services Team Leader	\$42,168	55.00%	\$23,192	\$23,192
Homeless CM (Adults and Families)	\$37,200	55.00%	\$20,460	\$20,460
Homeless CM (Disability Assistance)	\$34,908	100.00%	\$34,908	\$34,908
Homeless CM (Inpatient Population)	\$34,908	65.00%	\$22,690	\$22,690
Assistant Director Homeless & Recovery	\$86,496	5.00%	\$4,325	\$4,325
Services Coordinator	\$51,588	10.00%	\$5,159	\$5,159
PRN Case Manager	\$32,904	8.00%	\$2,632	\$2,633
Enter sub-total on SF-424A, Section B, 6a				\$113,367

FRINGE BENEFITS	Annual Salary	PATH-funded FTE	PATH-funded	TOTAL
Position			Salary	
Homeless Services Team Leader	\$23,192	0.26	\$6,030	\$6,030
Homeless CM (Adults and Families)	\$20,460	0.26	\$5,320	\$5,320

Homeless CM (Disability Assistance)	\$34,908	0.26	\$9,076	\$9,076
Homeless CM (Inpatient Population)	\$22,690	0.26	\$5,899	\$5,899
Assistant Director Homeless & Recovery	\$4,325	0.26	\$1,124	\$1,124
Services Coordinator	\$5,159	0.26	\$1,341	\$1,341
PRN Case Manager	\$2,632	0.26	\$684	\$684
Enter sub-total on SF-424A, Section B, 6b				\$6,030

TRAVEL	Cost	Number Persons	Number	TOTAL
			Trips/Miles	
Local travel for Outreach Team and State-wide trainings, workshops & meetings	0.67	3	1,256	\$2,525
Conferences and accreditation training				\$606
Enter sub-total on SF- 424A, Section B, 6c				\$3,131

EQUIPMENT		Per unit Cost	Number	
Equipment Rental & Maintenance		\$101	12	\$1,212
Enter sub-total on SF-424A, Section B, 6d				\$1,212

SUPPLIES		Per Unit Cost	Number	TOTAL
Clinical/Therapy/Drug Testing Supplies, Office, Technology, and Cleaning Supplies		\$285	12	\$3,420
Enter sub-total on SF-424A, Section B, 6e				\$3,420

OTHER COSTS				
Professional Fees		\$14.08 per month	12	\$169
Telephone		\$437.67 per month	12	\$5,252
Occupancy		\$505.00 per month	12	\$6,060
Printing		\$63.08 per month	12	\$757
Postage and Shipping		\$8.42 per month	12	\$101
Insurance		\$193.58 per month	12	\$2,323
Client Assistance	Basic Needs	\$2,194.42 per month	12	26,333
Other Non-Personnel		0	12	0
Enter sub-total on SF-424A, Section B, 6i				\$40,995

TOTAL DIRECT CHARGES				
Enter sub-total on SF-424A, Section B, 6i				\$191,600
INDIRECT COSTS				
Federal Indirect Cost Rate of 30.8% of Salaries only				\$34,917
Enter sub-total on SF-424A, Section B, 6j				
SUM OF COSTS				\$226,517

Helen Ross McNabb Center, Inc. Budget Narrative for PATH IUP

Total Award \$226,517

Personnel – A total of \$113,367

Salaries, Benefits and Taxes are for the employees who will be performing the duties within the scope of this program. There are a total of 2.98 Full Time Positions for the scope of this program. Please see the Salaries Page included in this proposal for a detailed listing of each position and individual salary. The Benefit percentage is 26% for full time employees that includes health, life, long-term disability, 403(b), etc.

Professional Fee, Grant & Award - \$169

Program specific and program’s pro-rata share of Professional Fees and Awards encumber an array of services specific to: Consulting Services, Background checks, Interpreter Services for hearing impaired and Limited English Proficiency (LEP) persons, and Employee Drug Screens.

Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications – A total of \$15,590

Program specific and pro-rata share of Supplies, Telephone, Postage and Shipping Occupancy, Equipment and Rental, Printing and Publication are defined in this budget as: Supplies. Telephone services including cellphone usage, postage for mailing services, Occupancy, Equipment Rental and Maintenance (computers, copiers, fax, and internet service), Printing and Publications for specific printing for the public pertaining to this program. Also included in this line item will be office furnishings for new employees, purchases of computers, and other equipment outside of those allocated as mentioned above.

Travel – A total of \$3,131

Travel is based on a reimbursement rate of \$.67 per mile for all employees listed in the Salaries, Benefits, and Taxes line item traveling locally performing duties within the scope of this program. Travel also includes specific program training for staff performing duties within the scope of this program, and any required trainings per the Grantor Agency. This line item also contains a pro-rata share of the Helen Ross McNabb Center's required trainings for all staff.

Insurance – A total of \$2,323

Program's pro-rata share of annual insurance for professional, general, umbrella, property, auto, indemnity, and cyber security liability insurance based on FTEs.

Client Assistance – A total of \$26,333

Basic needs for clients including but not limited to: hygiene products, shelter, food, etc.

Other Non-Personnel – A total of \$0

Indirect Cost – A total of \$34,917

The indirect cost is based on 30.8% of Salaries Only (\$113,367 x .308)

The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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a. Personnel	\$ 51,707	\$ 17,236	\$ 68,943	
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Position *	Annual Salary *	% of time spent on PATH *	PATH-Funded FTE	PATH-Funded Salary *	Matched Dollars *	Total Dollars	Comments
Case Manager	34,908.00	46.00 %	0.46	15,921.00	5,307.00	21,228.00	SOAR
Case Manager	34,908.00	30.00 %	0.30	10,349.00	3,450.00	13,799.00	INPT
Case Manager	37,200.00	25.00 %	0.25	9,332.00	3,111.00	12,443.00	Adults and Families
Case Manager	32,904.00	4.00 %	0.04	1,201.00	400.00	1,601.00	PRN CM
PATH Administrator	86,496.00	2.00 %	0.02	1,973.00	658.00	2,631.00	Assistant Director
Other (Describe in Comments)	42,168.00	25.00 %	0.25	10,578.00	3,526.00	14,104.00	Team Leader
Other (Describe in Comments)	51,588.00	5.00 %	0.05	2,353.00	784.00	3,137.00	Services Coordinator

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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b. Fringe Benefits	19.50 %	\$ 13,443.00	\$ 4,480.00	\$ 17,923.00	
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Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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c. Travel	\$ 1,829.00	\$ 620.00	\$ 2,449.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Other (Describe in Comments)	\$ 1,075.00	\$ 400.00	\$ 1,475.00	Local Travel
Other (Describe in Comments)	\$ 400.00	\$ 100.00	\$ 500.00	Training and Conferences Attended by Staff
Other (Describe in Comments)	\$ 354.00	\$ 120.00	\$ 474.00	Training Implemented By Agency for Accrediation and Licensure

d. Equipment	\$ 708.00	\$ 240.00	\$ 948.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Other (Describe in Comments)	\$ 708.00	\$ 240.00	\$ 948.00	Equipment Rental and Maintenance Budget

e. Supplies	\$ 2,136.00	\$ 318.00	\$ 2,454.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Client: Other Supplies (Describe in Comments)	\$ 2,136.00	\$ 318.00	\$ 2,454.00	Clinical/Therapy Supplies, Office Supplies, Minor Equipment

f. Contractual	\$ 0.00	\$ 0.00	\$ 0.00	
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No Data Available

g. Housing	\$ 0.00	\$ 0.00	\$ 0.00	
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No Data Available

h. Construction (non-allowable)				
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i. Other	\$ 17,566.00	\$ 6,236.00	\$ 23,802.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Client: Other (Describe in Comments)	\$ 9,000.00	\$ 3,333.00	\$ 12,333.00	Specific Assistance to Individuals
Office: Insurance (Property, Vehicle, Malpractice, etc.)	\$ 1,357.00	\$ 460.00	\$ 1,817.00	
Office: Misc (Copying, Courier, Postage, etc.)	\$ 442.00	\$ 150.00	\$ 592.00	Printing and Publication
Office: Misc (Copying, Courier, Postage, etc.)	\$ 59.00	\$ 20.00	\$ 79.00	
Office: Rent Expenses	\$ 3,540.00	\$ 1,200.00	\$ 4,740.00	Occupancy
Office: Utilities/Telephone/Internet	\$ 3,068.00	\$ 1,040.00	\$ 4,108.00	
Office: Other (Describe in Comments)	\$ 100.00	\$ 33.00	\$ 133.00	Professional Fees

j. Total Direct Charges (Sum of a-i)	\$ 87,389.00	\$ 29,130.00	\$ 116,519.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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k. Indirect Costs (Administrative Costs)	\$ 15,925.00	\$ 5,308.00	\$ 21,233.00	
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I. Grand Total (Sum of j and k)	\$ 103,314.00	\$ 34,438.00	\$ 137,752.00
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Source(s) of Match Dollars for State Funds:

Estimated Number of Persons to be Contacted:	360	Estimated Number of Persons to be Enrolled:	90
Estimated Number of Persons to be Contacted who are Literally Homeless:	65		
Number staff trained in SOAR in grant year ending in 2023:	2	Number of PATH-funded consumers assisted through SOAR:	5

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

GRANT BUDGET SUMMARY				
Agency Name: Helen Ross McNabb Center, Inc				
Program Code Name: PATH Combined				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$121,125.00	\$21,716.00	\$142,841.00
4, 15	Professional Fee, Grant & Award ²	\$136.00	\$33.00	\$169.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$13,836.00	\$2,968.00	\$16,804.00
11. 12	Travel, Conferences & Meetings ²	\$2,511.00	\$620.00	\$3,131.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$1,863.00	\$460.00	\$2,323.00
16	Specific Assistance To Individuals ²	\$23,000.00	\$3,333.00	\$26,333.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$29,608.00	\$5,308.00	\$34,916.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$192,079.00	\$34,438.00	\$226,517.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET				
Agency Name: Helen Ross McNabb Center, Inc				
Program Code Name: PATH Formula Grant SFY25				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$65,150.00	\$0.00	\$65,150.00
4, 15	Professional Fee, Grant & Award ²	\$100.00	\$0.00	\$100.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$9,953.00	\$0.00	\$9,953.00
11, 12	Travel, Conferences & Meetings ²	\$1,829.00	\$0.00	\$1,829.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$1,357.00	\$0.00	\$1,357.00
16	Specific Assistance To Individuals ²	\$9,000.00	\$0.00	\$9,000.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$15,925.00	\$0.00	\$15,925.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$103,314.00	\$0.00	\$103,314.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Helen Ross McNabb
Center, Inc
Program Code Name: PATH Formula Grant
SFY25
Begin Date: 7/1/2024
End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$51,706.00
Benefits and Taxes Budget	\$13,444.00
TOTAL	\$65,150.00

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Legal Fees, Consulting Services, Background Checks, Answering Services, Interpreter Services, Drug Screens	\$100.00
TOTAL	\$100.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Clinical/Therapy/Drug Testing Supplies, Office, Technology, and Cleaning Supplies	\$2,136.00
Telephones and Data, Telephone Maint./ Cell Phones and Data/ Equipment and Lines	\$3,068.00
Postage and Shipping	\$59.00
Occupancy, Rent, Utilities, Refuse Pickup, Facility Maintenance	\$3,540.00
Equipment Rental and Maintenance, Computer, Software Maintenance, Copiers	\$708.00
Printing and Publication	\$442.00
TOTAL	\$9,953.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$1,075.00
Training and Conferences Attended by Staff	\$400.00
Training Implemented by Agency for Accrediation and Licensure	\$354.00
TOTAL	\$1,829.00

INSURANCE	AMOUNT
Professional, General, Auto, Indemnity, Umbrella Policy, and Property	\$1,357.00
TOTAL	\$1,357.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$9,000.00
TOTAL	\$9,000.00

INDIRECT COST	AMOUNT
Indirect Cost	\$15,925.00
TOTAL	\$15,925.00

Agency Name: Helen Ross McNabb Center, Inc
 Program Code Name: PATH Formula Grant SFY25

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Homeless Services Team Leader	\$3,514	25.09%	12	\$10,578	26.00%	\$2,750
Homeless CM (Adults and Families)	\$3,100	25.09%	12	\$9,332	26.00%	\$2,426
Homeless CM (Disability Assistance)	\$2,909	45.61%	12	\$15,921	26.00%	\$4,140
Homeless CM (Inpatient Population)	\$2,909	29.65%	12	\$10,349	26.00%	\$2,691
Assistant Director Homeless & Recovery	\$7,208	2.28%	12	\$1,973	26.00%	\$513
Services Coordinator	\$4,299	4.56%	12	\$2,353	26.00%	\$612
PRN Case Manager	\$2,742	3.65%	12	\$1,201	26.00%	\$312
TOTAL				\$51,706		\$13,444

GRANT BUDGET				
Agency Name: Helen Ross McNabb Center, Inc				
Program Code Name: Local Match PATH				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$21,716.00	\$21,716.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$33.00	\$33.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$2,968.00	\$2,968.00
11. 12	Travel, Conferences & Meetings ²	\$0.00	\$620.00	\$620.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$460.00	\$460.00
16	Specific Assistance To Individuals ²	\$0.00	\$3,333.00	\$3,333.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$5,308.00	\$5,308.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$0.00	\$34,438.00	\$34,438.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Helen Ross McNabb
Center, Inc
Program Code Name: Local Match PATH
Begin Date: 7/1/2024
End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$17,235.00
Benefits and Taxes Budget	\$4,481.00
TOTAL	\$21,716.00

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Legal Fees, Consulting Services, Background Checks, Answering Services, Interpreter Services, Drug Screens	\$33.00
TOTAL	\$33.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Clinical/Therapy/Drug Testing Supplies, Office, Technology, and Cleaning Supplies	\$318.00
Telephones and Data, Telephone Maint./ Cell Phones and Data/ Equipment and Lines	\$1,040.00
Postage and Shipping	\$20.00
Occupancy, Rent, Utilities, Refuse Pickup, Facility Maintenance	\$1,200.00
Equipment Rental and Maintenance, Computer, Software Maintenance, Copiers	\$240.00
Printing and Publication	\$150.00
TOTAL	\$2,968.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$400.00
Training and Conferences Attended by Staff	\$100.00
Training Implemented by Agency for Accrediation and Licensure	\$120.00
TOTAL	\$620.00

INSURANCE	AMOUNT
Professional, General, Auto, Indemnity, Umbrella Policy, and Property	\$460.00
TOTAL	\$460.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$3,333.00
TOTAL	\$3,333.00

INDIRECT COST	AMOUNT
Indirect Cost	\$5,308.00
TOTAL	\$5,308.00

Agency Name: Helen Ross McNabb Center, Inc
 Program Code Name: Local Match PATH

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Homeless Services Team Leader	\$3,514	8.36%	12	\$3,526	26.00%	\$917
Homeless CM (Adults and Families)	\$3,100	8.36%	12	\$3,111	26.00%	\$809
Homeless CM (Disability Assistance)	\$2,909	15.20%	12	\$5,307	26.00%	\$1,380
Homeless CM (Inpatient Population)	\$2,909	9.88%	12	\$3,450	26.00%	\$897
Assistant Director Homeless & Recovery	\$7,208	0.76%	12	\$658	26.00%	\$171
Services Coordinator	\$4,299	1.52%	12	\$784	26.00%	\$204
PRN Case Manager	\$2,742	1.22%	12	\$400	26.00%	\$104
TOTAL				\$17,235		\$4,481

GRANT BUDGET				
Agency Name: Helen Ross McNabb Center, Inc				
Program Code Name: PATH Grant Supplement				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$55,975.00	\$0.00	\$55,975.00
4, 15	Professional Fee, Grant & Award ²	\$36.00	\$0.00	\$36.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$3,883.00	\$0.00	\$3,883.00
11. 12	Travel, Conferences & Meetings ²	\$682.00	\$0.00	\$682.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$506.00	\$0.00	\$506.00
16	Specific Assistance To Individuals ²	\$14,000.00	\$0.00	\$14,000.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$13,683.00	\$0.00	\$13,683.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$88,765.00	\$0.00	\$88,765.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Helen Ross McNabb
Center, Inc
Program Code Name: PATH Grant Supplemen
Begin Date: 7/1/2024
End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$44,425.00
Benefits and Taxes Budget	\$11,550.00
TOTAL	\$55,975.00

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Legal Fees, Consulting Services, Background Checks, Answering Services, Interpreter Services, Drug Screens	\$36.00
TOTAL	\$36.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Clinical/Therapy/Drug Testing Supplies, Office, Technology, and Cleaning Supplies	\$968.00
Telephones and Data, Telephone Maint./ Cell Phones and Data/ Equipment and Lines	\$1,144.00
Postage and Shipping	\$22.00
Occupancy, Rent, Utilities, Refuse Pickup, Facility Maintenance	\$1,320.00
Equipment Rental and Maintenance, Computer, Software Maintenance, Copiers	\$264.00
Printing and Publication	\$165.00
TOTAL	\$3,883.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$500.00
Training and Conferences Attended by Staff	\$50.00
Training Implemented by Agency for Accrediation and Licensure	\$132.00
TOTAL	\$682.00

INSURANCE	AMOUNT
Professional, General, Auto, Indemnity, Umbrella Policy, and Property	\$506.00
TOTAL	\$506.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$14,000.00
TOTAL	\$14,000.00

INDIRECT COST	AMOUNT
Indirect Cost	\$13,683.00
TOTAL	\$13,683.00

Agency Name: Helen Ross McNabb Center, Inc
 Program Code Name: PATH Grant Supplement

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Homeless Services Team Leader	\$3,514	21.55%	12	\$9,088	26.00%	\$2,363
Homeless CM (Adults and Families)	\$3,100	21.55%	12	\$8,018	26.00%	\$2,085
Homeless CM (Disability Assistance)	\$2,909	39.19%	12	\$13,679	26.00%	\$3,557
Homeless CM (Inpatient Population)	\$2,909	25.47%	12	\$8,892	26.00%	\$2,312
Assistant Director Homeless & Recovery	\$7,208	1.96%	12	\$1,695	26.00%	\$441
Services Coordinator	\$4,299	3.92%	12	\$2,022	26.00%	\$526
PRN Case Manager	\$2,742	3.13%	12	\$1,032	26.00%	\$268
TOTAL				\$44,425		\$11,550

Footnotes:

II. Executive Summary

Intended Use Plans

Mental Health Cooperative

275 Cumberland Bend
Nashville, TN 37228

Contact: Traci Pekovitch

Email Address:

Provider Type: Other mental health agency

PDX ID: TN-004

State Provider ID:

Contact Phone #: 615-743-1525

- **Local Provider Description** – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.
- **Collaboration with HUD CoC Program** – HUD’s **Continuum of Care (CoC) Program** is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers and State and local governments and promoting access to mainstream programs by homeless individuals and families. Describe the organization’s participation with local HUD CoC recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the CoC(s), briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.
- **Collaboration with Local Community Organizations** – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary care, mental health, substance use, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.
- **Service Provision** – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including:
 - How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with COD, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing;
 - Any gaps that exist in the current service systems;
 - A brief description of the current services available to clients who have a COD; and
 - A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients.
- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).
- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.
- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.
- **Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.
- **Budget Narrative** – Provide a budget and budget narrative that includes the local-area provider’s use of PATH funds.



FFY2024 PATH Intended Use Plan

Please provide the following information regarding your agency's intention to provide PATH Service in the upcoming fiscal year.

Agency Name: Mental Health Cooperative

PATH location office: 275 Cumberland Bend Drive Nashville, TN 37228

Counties to be served by this location: Davidson, Sumner, Wilson, and Montgomery (PATH). Cheatham, Williamson, Rutherford, Wilson, Stewart, Maury, Giles, Lawrence, Lewis, Marshall, Dickson, Houston, Humphries, Hickman, Perry, Sumner, Robertson, Macon, Trousdale, Bedford, Cannon, Coffee. The Chattanooga/Cleveland (East Region) offices serve, Hamilton, Marion, Sequatchie, Bledsoe, Rhea, Meigs, Bradley, McMinn, Monroe, and Polk. The Cookeville location serves, Putnam, Cumberland, DeKalb, Jackson, Overton, Smith, and White (non-PATH funded). In 2022, a Manchester location was opened serving the counties of Coffee, Franklin, Grundy, Lincoln, Moore, and Shelby County.

Contact person: Jasmine Alford, Program Manager

Contact person's e-mail: Jalford@mhc-tn.org

Contact person's phone: – 615-687-5058 office

Please provide the following information on each provider site for inclusion in the state's PATH application to SAMHSA.

- **Local Provider Description** – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.

The Mental Health Cooperative, Inc. (MHC) founded in 1993, is a 501(c)(3) non-profit mental health agency that incorporates intensive care management (CM), psychiatric/clinical services, 24-hour emergency psychiatric service for both adults and children, and an integrated healthcare team into their system of care. To further the integrated services, in late 2019, MHC began offering Medication Assisted Treatment (MAT), available currently to insured individuals. MHC provides services for children, youth, and adults within Middle and East Tennessee who have a serious emotional disturbance or mental illness, assisting them to live successful and satisfying lives in the community and recover from the devastating effects of their illness. Specialized services to the homeless include PATH Funded outreach, partially PATH funded case management, and peer support. MHC is a recognized provider in Tennessee Health Link



(THL) and Safety Net services. MHC provides level I intensive services through Continuous Treatment Team (CTT) and a Program of Assertive Community Treatment (PACT).

In February 2019, MHC opened the Crisis Treatment Center (CTC) which houses a 24/7 crisis walk-in center and serves as the headquarters for the Davidson County Mobile Crisis Team. The CTC is open to anyone who walks in to seek help regardless of insurance status, as well as a walk-in center for officers of the Metropolitan Nashville Police Department who encounter an individual facing a mental health emergency. Other onsite crisis diversion programs include the Crisis Stabilization Unit (CSU) and crisis respite. All MHC offices are licensed through the Tennessee Department of Mental Health and Substance Abuse Services (TDMHSAS) as Mental Health Outpatient facilities.

The PATH funded services, are available to those staying in Davidson, Sumner, and Montgomery counties. – MHC receives \$105,828 in state funds and \$216,353 in Federal funds and \$72,118 in agency matched funds to provide outreach and mental health services to the homeless. The entirety of these funds is used towards specific assistance and salaries for homeless services staff.

MHC services include the following:

- 24 Hour crisis services
- Partners in Care (Co-Responders) outreach and crisis resolution
- REACH (Responders Engaged and Committed to Help)
- Care management/care coordination
- Psychiatric services including medication management, psychiatric evaluations, and routine follow up with providers
- On-site pharmacy services – NPS Pharmacy
- Social support services
- Primary Health care
- Housing assistance/referral services
- Vocational and education referral services
- Financial support through the Representative Payee Program
- Medication Assisted Treatment (MAT)
- Referral and Coordination with SOAR (SSI/SSDI, Outreach, Recovery and Accessibility) program
- Physical health care coordination with outside providers
- Individual/group therapies
- Homeless Outreach



- Transportation Services
 - Transitional Care Management
 - Pediatric Partnerships
 - Systems of Care Across Tennessee (SOCAT)
 - School-based therapy
 - First Episode Psychosis Initiative
 - Healthy Transitions
 - Community Health Workers
- **Collaboration with HUD Continuum of Care (Continuum of Care) Program**
– Describe the organization’s participation with local HUD Continuum of Care recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry and coordinated assessment activities. If you are not currently working with the Continuum(s) of Care, briefly explain the approaches to be taken by the agency to collaborate with the Continuum of Care(s) in the areas where PATH operates.

Members of MHC PATH regularly attend Continuum of Care meetings and strongly encourages participation in various committees. MHC Homeless Services are using HMIS as the sole method for documentation of outreach efforts. Care management continues to utilize both HMIS and the agency medical record. PATH supervisor has continued the oversight and monitoring of documentation in HMIS through monthly data entry days for both case management and outreach. The results of this have been outstanding as evidenced by de-duplication of individuals served and responses to all questions required in HMIS. PATH Supervisor is currently serving on the Homeless Coalition and Standard of Care Committee. The Children and Youth Outreach Specialist serves on the Homeless Coalition Board and Youth Advisory Committee. The team is strongly encouraged to participate in committees and collaborations with our community partners. PATH Outreach Team Lead served as the chairperson for the Point-In-Time Count planning for the past three years. MHC participates each year in the annual Point-In-Time Count with staff serving as team leads.

MHC continues to coordinate with Metro Homeless Impact Division, Collaborative Applicant, CoC and others to provide feedback and suggestions to improve systems in serving those who are unhoused.

- **Collaboration with Local Community Organizations** – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary health, mental health,



substance abuse, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.

Metro Homeless Impact Division (Office of Homeless Services) - MHC collaborates with the Office of Homeless Services to create and prioritize the bi-name list in order to identify and prioritize the most vulnerable individuals and families experiencing homelessness in order to have quicker access to housing resources. This is done through Navigator meetings, case conferencing and coordination of care. Shared databases through *HMIS' Collaborative Entry System (CES)* are used in the efforts to identify the most vulnerable by using the VI-SPDAT Assessment Tool. MHC has recently been providing support to the MHID during housing surges designed to house individuals staying in area encampments.

Office of Homeless Services-PATH Street outreach has collaborated with MHID and other community providers in encampment outreach to be able to safely serve the needs of our population. MHID workers and PATH street outreach join efforts almost weekly to discuss encampment issues and partner in the field to help serve and monitor the growing homeless population in our community. PATH Outreach Specialist is asked to help connect consumers in encampments to service options. PATH Outreach Specialist occasionally assists in encampment clean up efforts to improve the sanitary and living conditions of those living in encampments. These efforts are combined through multiple non-profit organizations, volunteers and Metro Parks.

Park Center – MHC collaborates with Park Center through community outreach meetings and use of their online referral system. MHC and Park Center have a reciprocating referral system in which MHC refers to them for employment services, housing referrals, day programs, SOAR and IOP for substance abuse. With or without the subcontracting, Park Center and MHC have formed a very collaborative partnership through a Memorandum of Understanding. In 2020, MHC formalized the SOAR referral system with Park Center to ensure those served by MHC outreach, case management, Crisis Treatment Center and Behavioral Health Safety Net Program have access to SOAR process. This process continues to evolve and develop to improve tracking and data keeping for those referred, applied, and approved through SOAR.

Local Outreach organizations – MHC works with outreach staff from various provider agencies including Metro Social Services, Room In the Inn, Park Center, Open Table Nashville, Catholic Charities, Family Safe Haven,



Community Care Fellowship, Downtown Partnership, Nashville Cares and The Salvation Army, and many others. This is done through local navigator meetings and Continuum of Care meetings to identify areas where homeless individual frequent and ensure adequate coverage and assistance to those areas. MHC Outreach also provides “in-reach” during designated days and times at many of these locations. MHC also partners with these agencies in response to the Rapid Re-Housing efforts by way of collaborating warm hand-offs and connection to long-term mental health care and support once housing placement is obtained.

Dismas House, Inc. (Dismas Without Walls) – In January 2023, MHC established an MOU with Dimas House for the purpose of providing individual placement and support (IPS) services to those involved in the judicial system who desire employment. This continues to be an ongoing partnership. Dismas House staff continuing to participate in weekly team meetings to provide support and placement for the consumers we serve.

In 2020, MHC developed relationships for those serving the children, youth and transitional youth ages. Since that time, MHC CYHO outreach specialist provides support and “in-reach” at Monroe Harding Youth Connections, Launch Pad, Oasis Center, Salvation Army, and Nashville Public Libraries to connect, engage, link and refer the children, youth and young adults.

Local Homeless Shelters – Onsite outreach has continued to thrive and work with a partnership to serve consumers that are utilizing shelter resources. PATH management meets with the Nashville Rescue Mission monthly to create plans to address the mental health needs of homeless consumers. Outreach Specialist and care management working closely with the staff and leaders of shelters weekly to be a support and connect consumers to housing options.

Metro Police Department – Since 2016 to foster relationships between people experiencing homelessness and police officers, a designated outreach specialist partners up with one or two police officers for three hours each month. During this time, outreach specialist and officers go to a local day shelter, Samaritan Ministries, where officers serve lunch, and the outreach specialist completes outreach tasks. Tasks include assessing for services, referring to mental health services (if applicable), data entry through obtaining HMIS consents, complete release of information forms, enter data into Coordinated Entry System, completing VISPDAT, providing education, and build rapport with individuals. In FY2021, MHC further expanded these efforts in other precincts.



PATH Outreach Specialist leadership provides training and assistance to the Metro Police Department Quality of Life Team through methods of presentation and role playing. PATH Outreach Specialist frequently responds and assist with calls from the Partners in Care Co-Responders Team for intervention and service coordination for those experiencing homelessness or at risk of homelessness.

Downtown Partnership – MHC has a strong relationship with Downtown Partnership and continues to assist in providing crisis de-escalation, coordinating with Emergency Psychiatric Services and providing resources to the unhoused living in the downtown area.

Metro Development and Housing Authority (MDHA) – MHC has developed strong working relationships with staff at the local MDHA office to ensure MHC are well informed of requirements and processes necessary to obtain housing through MDHA program such as Shelter Plus are, Section 8 vouchers, Scattered Sites properties and various towers throughout Nashville.

MHC has designated contacts to oversee the coordination and partnership of the Murfreesboro Housing Authority for the purposes Shelter Plus Care applications.

Primary Healthcare services – MHC acknowledges the various physical health complications prevalent within the homeless community. MHC coordinates with agencies such as Neighborhood Health, Vanderbilt, and our own on-site Integrated Health Cooperative to provide physical health care to those experiencing homelessness. MHC collaborates with Comprehensive Care Center, Nashville Cares, and Metro Public Health Department in efforts to serve people living with HIV/AIDS and experiencing homelessness. MHC outreach receives referrals from the Outreach organizations including United Neighborhood Health collaboration that provides mobile physical and mental healthcare to those un-housed and living on the streets or in encampments. MHC works closely with Vanderbilt outreach and care management teams to assess housing options, assign navigators, and ensure services are not being duplicated. MHC has recently hired 6 Community Healthcare workers to support and provide services to our high utilizer consumers of the ER. This program is a (non-PATH Funded) program to engage those who frequently visit local emergency departments, many of whom are experiencing homelessness. PATH funded outreach specialist and partially funded care managers coordinate with MHC's Community Health workers as a means of coordinating care and identifying resources to minimize unnecessary use of local hospitals.



Substance Abuse services – MHC utilizes a variety of A&D recovery resources, contingent upon insurance. Buffalo Valley, Samaritan Recovery and Elam Center are the most used. Halfway homes and programs such as Hope Program for Women, The Next Door, Grandpa’s House, and the Oxford House are also commonly referred to programs to provide both treatment and housing.

In late 2019, MHC began a medication assisted treatment (MAT) program for those with insurance. For those eligible and willing to participate, staff will refer to this program. Outreach specialists are trained and certified in Naloxone as an intervention and response to those they may encounter experiencing an overdose. In March 2022, PATH Outreach Specialist partnered with MHC MAT Program to provide services to those living in encampments and struggling with addiction. It’s the intent to continue such shared outreach efforts.

- **Service Provision** – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including:
 - How the services to be provided using PATH funds will align with PATH goals to and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with serious mental illness who are veterans and experiencing homelessness, to obtain housing and mental and substance use disorder treatment services and community recovery support necessary to assure success in long term housing.

PATH funds provide salary, benefits, and resources to outreach specialist providing in-reach and outreach within the community. Outreach will continue to identify areas of town and locations in which homeless individuals frequent and will prioritize such places to provide community outreach, specifically to those living in places not meant for human habitation. This will include encampments and bridges, some of which are identified by Metro Nashville Police Department and TN Department of Transportation. Outreach regularly receives referrals from the Partners in Care (Co-Response) program which provides support and intervention to many of the unhoused in the community. This coordinated effort is particularly helpful to those with frequent incarcerations and non-violent offenses. PATH Outreach Specialist will continue to attend the community outreach meetings in efforts to coordinate outreach and care throughout the community to ensure appropriate coverage in all areas. MHC program manager will continue to work with the Office of Homeless Services and other community providers to develop systems and methods to ensure



maximum coverage throughout the county and minimize duplication of efforts.

PATH Outreach Specialist will continue to provide consistent, weekly in-reach, virtual and/or in person with homeless shelters and libraries both of which the homeless population frequent. MHC will continue in-reach efforts at local day shelter such as Community Care Fellowship, Oasis Center, Room in the Inn and The Salvation Army. PATH Outreach Specialist will work with Davidson County Mobile Crisis and Diversion Services in order to connect homeless individuals exiting diversion services with community resources, education, and ongoing outreach as needed. Outreach specialist will follow up with the identified community support needed to identify and obtain suitable housing referrals. This includes entering information into the Coordinated Entry System within HMIS.

PATH Outreach Specialist and all homeless services staff will maintain familiarity with current and available community resources. Staff will ensure the sharing of knowledge and resources both within the agency and to outside providers to ensure needs are met for those most vulnerable in the community. For PATH eligible clients, MHC outreach specialist will continue to utilize the mental health services, most appropriate for the individual. PATH Outreach Specialist will refer to either the Mental Health Cooperative Safety Net (SN) program and/or the Tennessee Health Link (THL) for coordination of care and psychiatric services and other community resources, as appropriate and/or requested. If referred to MHC SN and/or THL, referred individuals will be assigned to the homeless services team consisting of 4 care managers (partially- PATH Funded). These care managers meet weekly with outreach specialist providing a seamless transition from outreach services to mental health services, which allows collaboration while creating individual treatment plans. Individuals assigned to a PATH care manager will be seen a minimum of once a month for assistance in locating and applying for housing, advocacy, and assistance in accessing resources and completing referrals. Outreach, care managers, team supervisor will determine if each referral requires a higher level of care and will adjust their visits accordingly to ensure needs are met. Referrals will be made to primary care providers, housing providers, substance abuse programs, legal aid (if necessary) and other needs identified by the consumer during completion of the initial treatment plan.

Outreach specialist and care managers will refer and link eligible individuals to a Park Center SOAR specialist for assistance in applying for



disability and/or to communicate and advocate with the SSA/DDS offices. Program manager will serve as an initial screener to ensure the most vulnerable individuals are referred to this service. This process has been formalized through a Memorandum of Understanding.

Individuals enrolled in the PATH program will also have access to a variety of non-PATH Funded services offered at MHC; including transportation, pharmacy services, rep payee services, therapy, and physical health care. Regarding costs associated with moving, individuals will have access for funds using the most appropriate funding source including PATH Funds, ILS, and/or Basic Needs funds. MHC will continue to work with resources such as The Arc, Need Link, Roof Top, Metro Action Commission, Metro Homeless Impact Division, the Adventist Community Center, Catholic Charities, and Ladies of Charity for monetary resources when appropriate.

- Any gaps that exist in the current service systems.

The most identified gap in services continues to be the lack of *affordable* housing options within the community. Wait lists for Section 8, MDHA and HUD housing exceed a one year wait, significantly limiting independent housing options for those experiencing homelessness. With supportive services linking individuals to SOAR, employment options, or SSA for application of benefits many individuals have low and/or fixed income to pay for rent but given the rapid increase of housing costs they cannot afford market rate housing. Given the extreme limits to housing, individuals often are faced with three options, the shelter, the streets/encampments, or living in group settings such as rooming homes where costs are extreme and environments subpar.

While housing options are extremely limited for those experiencing homelessness, options are nearly non-existent for those with a criminal background, including those on the sex offender registry. Public housing and affordable housing providers have strict background and credit checks that prevent individuals from being eligible for housing. As such sex offenders are in situations of repeatedly violating conditions of release and those with poor credit history have no opportunities to improve their credit rating or report.

Frequently, individuals have high amounts of debt due to previous evictions; often exceeding \$1000. Organized efforts to negotiate payment or forgive a portion of the debt would increase the likelihood for individuals and agencies to sponsor an individual or help them overcome the barrier of debt to more quickly get off the streets, out of shelters and into housing. The current method for dealing with previous eviction costs is assistance from Legal Aid, applying for disability, and/or



employment for the individual; however, processes can be lengthy, and debt can accrue over time.

Over the past 3 years, vulnerabilities among the homeless population have been highlighted. With so few housing options, individuals have been faced with staying in shelters and/or residing in encampments or places not meant for habitation. Those not in shelters are reliant upon service providers to provide food, hygiene products and to provide proper sanitation sites to minimize risk and exposure. Many of these places are over-crowded due to growing numbers, putting both the homeless and service providers at a strain on both unhoused individuals and service providers.

Shelters are available, though some have protocols and mandates in place requiring mental health treatment including medication management for those with identified or perceived mental illness. As such, individuals with limited insight, lacking engagement, not yet seen by providers, or those treated and still symptomatic may be banned or suspended from the shelter.

- A brief description of the current services available to clients who have both a serious mental illness and a substance use disorder.

The outreach specialist will provide services to individuals who lack housing, are in imminent risk of becoming homeless, or are literally homeless and living in conditions not suitable for human habitation and have a mental illness. Through in-reach and outreach efforts, staff will identify individuals living in encampments, in cars, under bridges, and in short-term shelters. Outreach specialist will, on occasion, be allowed to work “flex hours” to engage with individuals who are difficult to locate during more traditional working hours. Through relationships with community service organizations, criminal justice liaisons, faith-based organizations, private residents; the outreach specialist will be connected to individuals and locations where homeless individuals may congregate. They will continue to maintain good working relationships with these organizations to better serve the homeless population in Davidson, Sumner, Wilson, and Montgomery Counties. Outreach specialist will serve to link recently and/or frequently incarcerated individuals with outpatient community serves and housing resources at the time of release from jail. All specialists will advocate for any homeless person seeking any type of services, though priority and enrollment will be reserved for those with severe mental illness and/or substance abuse and literally or chronically homeless. They will refer individuals to the appropriate services to ensure



emotional/mental health, physical health, alcohol or drug, housing, financial, vocational and social issues are addressed, and needs are met in a manner of the consumer's choosing. There will be close monitoring during the transition of services to care management, housing and/or medical care. MHC PATH will acknowledge and respect the process of developing trusting relationships with those experiencing homelessness and will move to swiftly but respectfully transition care. The amount of contact or length of enrollment will be targeted to 90 days; however, the priority will be placed to ensure seamless and smooth transitions and integration to services which will contribute to the unlikelihood of a return to homelessness for the individual. Outreach specialist will work to efficiently discharge those individuals integrated into care in a timely manner to allow for continued assistance and attention to be given to newly identified individuals experiencing homelessness, prioritizing the most vulnerable.

It is worth noting that individuals connected with Safety Net services have limited field or community support due to program limitations. In response, PATH Outreach Specialist provide ongoing housing navigation and housing assistance even after a connection to Safety Net services is made. MHC plans to explore opportunities for improved cohesive services for unhoused, PATH-eligible consumers enrolled in Safety Net services.

Care managers will work with individuals to develop a treatment plan within the first 30 days of integration to mental health services. Service plans will address both mental and physical health, housing and financial needs first. MHC will place an emphasis on integrating both the mental and physical health care through Mental Health Cooperative and Integrated Health Cooperative as well as other local physical healthcare providers to provide optimum opportunity for coordination of care. Care managers will work with homeless individuals to secure housing placements through housing navigation and use of the Coordinated Entry System (CES). During FY2024, MHC will continue to leverage the Peer Supports to assist in the transition from homelessness to housing to promote housing retention. This Peer Support Specialist will also aid in the assistance of decreasing unnecessary visits to the ED's and hospitals through education, support and appropriate linkage and referrals. Care managers will refer individuals in need of increased support to work alongside the peer support specialist for 30, 60, or 90 days post move-in to increase the sustainability of housing, prior to transitioning to a more independent system of support.



Outreach Specialist will identify appropriate candidates for the SOAR process and will refer to Park Center SOAR program as requested by the individual. SOAR specialist will then screen, interview, and assist those meeting the SOAR criteria in completing the application process for receiving SSI/SSDI benefits.

For those uninsured individuals with co-occurring disorders of substance use and mental health, MHC will continue to utilize Park Center's Intensive Outpatient Program (IOP) to support their sobriety. When beds are available, MHC will utilize Buffalo Valley. For homeless individuals with insurance, MHC will link and refer to Park Center, Buffalo Valley, Bradford Health Services, Skyline PHP & IOP. MHC utilizes programs such as Mirror Lake and Buffalo Valley for inpatient treatment.

- A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients

Outreach specialist use an agency developed Intake Triage Form to determine eligibility for outpatient mental health treatment. The form addresses history of treatment, medications and presentation of symptoms. In some instances, outreach specialists use their own observation skills and knowledge of mental illness to form a "presumptive eligibility" based on the presentation of the individual (example: responding to internal stimuli, disorganized or tangential thoughts, rapid/pressured speech, etc.). In other instances, psychiatric evaluations, crisis assessments, or historical data help outreach determine eligibility. In many instances, PATH eligible clients are enrolled same day in order to access resources, provide intake appointments and enroll in HMIS (PATH and Coordinated Entry System). In other instances, enrollment into PATH programming may take some time due to limited engagement and the need for rapport building with the individual. Documentation is currently being done in HMIS and is continuing to evolve as staff are more familiar with the HMIS database and the benefits.

For PATH-eligible clients referred to PATH Case Management Program; eligibility is determined at intake or during crisis assessments and encounters. Eligibility is determined by self-report, observation, and in some instances by psychiatric examinations. Initial documentation of eligibility and enrollment is done in *eClinical Works (eCW)*, MHC's



electronic medical record. Additional data entry occurs in HMIS on at least a monthly basis during monthly HMIS data entry days.

- **Data** – Describe the provider’s participation in HMIS and describe plans for continued training and how providers will support new staff. For any providers not fully participating in HMIS, please describe plans to complete HMIS implementation.

During 2021, MHC implemented the tracking of HMIS and CE to improve data collection of those served by MHC homeless services. Care coordinators (partially funded) continue to utilize *eClinical Works (eCW)* as their primary documentation tool and HMIS is secondary. MHC will continue with the monthly data entry dates to ensure accurate data collection and will utilize both HMIS and eCW as methods of tracking and documentation. Data entry days are designated, uninterrupted times to do data entry, data clean up and quality, and receive additional training and education on HMIS. MHC will continue the monthly and quarterly data checks in order to lower the % of margin of error to ensure data accurately represents the work of MHC homeless services. MHC will provide monitoring of unique tracking for those ineligible for services to facilitate follow up and identify patterns of trends for those not connected with services.

MHC currently uses nine licenses to allow full participation by all homeless services staff; this includes outreach specialist, care coordinators, peer support specialist, supervisor, and program manager. Supervisor and program manager are both HMIS Administrators for MHC. Supervisor coordinates to ensure new staff have received the training to be confident and competent in data entry. All staff enter data into the HMIS Coordinated Entry System to access housing and financial resources, otherwise not available.

PATH staff will continue to participate in HMIS trainings provided by HMIS Lead as well as any trainings promoted through SAMHSA. This will be done as a means of ensuring PATH efforts are captured accurately and consistently for the purposes of program management and the completion of PATH quarterly and annual reports. PATH staff will continue to work consistently with HMIS Lead for improvements in reporting to promote ease and efficiency of reports.

PATH program manager & supervisor engaged with HMIS leads to develop increased data tracking over the past fiscal year to help create more reliable data entry and trouble shoot any data issues with the increase of street outreach projects through RRH. The team will continue to coordinate with the Office of



Homeless Services to continue solid HMIS data entry with monthly data meetings, attendance of assigned supports.

- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).

MHC uses multiple strategies for independent housing including the following:

MDHA Shelter Plus Care – applications are completed if the consumer has been homeless for one year and this can be verified through support letters.

Section 8 Housing - VI-SPDAT assessments are completed by outreach specialist/” navigators” via HMIS/Coordinated Entry System. Once the individual’s vulnerability is determined, the individual is placed on a Section 8 waiting list to receive a voucher.

Urban Housing Solutions (UHS) – staff contact UHS staff to apply for available Standard Room Occupancy (SRO) openings for homeless individuals. These applications are completed using an income-based voucher and are submitted through the Coordinated Entry System in HMIS.

Park Center Independent Housing - staff apply using an online referral form. Both MHC and Park Center provide additional ongoing support as needed to individual housed in Park Center independent housing.

HUD Housing - staff utilize local apartment buildings around time which are subsidized living arrangements for individuals. Currently the following towers are used; Chippington Towers, Trevecca Towers, and Wedgewood Towers. Staff refer to these locations when openings are available.

Mental Health Cooperative Housing Department - housing can be secured through MHC Housing Coordination program, which attempts to maintain several housing options available. These housing options include group home, boarding homes, independent living arrangements, roommate situations, and single room occupancies. Referrals to this program are done through communication with the on-site MHC Housing Director and/or staff.

Rapid Re-Housing Program - housing referrals are made through Coordinated Entry to local ESG-funded RRH providers. MHC ensures the data entry into



HMIS/Coordinated Entry and the completion of the VI-SPDAT tool used for prioritization. MHC staff work with funded programs to ensure ongoing mental health support to those recently housed through the RRH Program. Existing partners include; Downtown Partnership, Community Cares, Nashville Cares, and The Salvation Army.

Nashville Encampment Prioritization Tool – Nashville providers in conjunction with Metro Homeless Impact Division developed an encampment prioritization tool. Homeless service providers assist with the resources and referrals needed for unhoused individuals to be transitioned to housing for 3 months to 1 year contingent upon housing barriers. MHC assist in these “resource and housing surges” to serve as housing navigators and providing care management and care to those meeting MHC criteria for services.

- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.

MHC does not discriminate against any mentally ill consumer based on race, gender, sexual orientation, religion, age or national/ethnic origin. All service eligible individuals will be provided access to all services and treatment programs.

MHC provides a Cultural Awareness Committee responsible for providing policies, procedures, and training steps to ensure staff are aware and sensitive to the diverse populations served by MHC. Policy #10-095, Limited English Proficiency, states *MHC will access consumers for limited English proficiency. Interpreter services should be provided to persons served by MHC assess to have limited English Proficiency.*

MHC has a Director of Learning that coordinates opportunities and resources for training and development across the agency, including PATH-funded positions. Employees receive annual refresher trainings on Cultural Competence, Supporting Client Rights, Civil Rights, and Multicultural Care. Within the first 90 days of employment, employees receive trainings on Co-Occurring Disorders and Harm Reduction. In addition, PATH positions will be enrolled in a training plan that includes courses specific to care for homeless individuals. Topics include; Experiencing



Homelessness and Substance Use Disorder, Substance Use Infectious Disease Risk, Preventing and Recognizing Domestic Violence, and Stages of Change. Additional trainings are available upon request.

- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients served using PATH funds to be literally homeless.

Of the individuals contacted and enrolled, we project approximately 45% will be female, 53% will be male. Children will be referred to other staff members serving children and youth, therefore none of the individuals enrolled in PATH will be under the age of 18 years. MHC projects approximately 7.5% will be between the ages of 18-23, 55% will be between 31-50 year of age, and 25.5% will be 51-60 years of age and approximately 12% will be 62 and over, the remaining will be unknown. These statistical projections are based on previous years' data.

MHC outreach specialist will have contact with approximately 450 persons of whom may or may not become enrolled in services. This projection is slightly lower than years past due trends in hiring and retention of staff. Encampment enclosures have contributed to barriers in consistently accessing those needing services due to unknown whereabouts.

While MHC will strive to enroll all eligible homeless individuals into the PATH Program, MHC anticipates enrolling 375 (approximately 75%) of those contacted into PATH. Those that are not enrolled will be due to having been previously engaged and referred to mental health services by way of mobile crisis and/or diversion services; those already connected to mental health services will not be eligible. Individuals without mental health diagnosis, nor presumptive diagnosis will not be eligible for PATH; however, will be entered into HMIS' Coordinated Entry System for assistance in obtaining housing. It's anticipated that due to the affordable housing crisis in the metro Nashville area, fewer homeless individuals will be homeless because of their mental illness and more likely due to economic factors.

MHC anticipates that approximately 350-400 (75-80%) of those enrolled will be literally homeless. These individuals will be found through coordinated outreach efforts with community outreach partners and navigators, shelter in-reach, and encampment outreach efforts.



- Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards. See [Appendix I – Guidelines for Consumer and Family Participation](#).

MHC involves consumers and family members of consumers in the planning, implementation, and evaluation of services through our Consumer Advocacy Committee. This committee meets to address services within the agency. Recommendations are reviewed and implemented as appropriate. MHC does random customer satisfaction surveys for programs and department throughout the agency.

- Budget Narrative** – Provide a budget narrative that includes the local-area provider’s use of PATH funds. See [Appendix C](#) for a sample detailed budget. Although federal budget line items differ from state budget line items, **please ensure that this budget reflects the budget submitted by your agency for inclusion in the state contract.**

GRANT BUDGET SUMMARY				
Agency Name: Mental Health Cooperative, Inc.				
Program Code Name: PATH Combined				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period:				
BEGIN:		7/1/2024	END:	6/30/2025
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY 1	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes 2	\$293,516.00	\$65,241.00	\$358,757.00
4, 15	Professional Fee, Grant & Award 2	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental &	\$1,200.00	\$877.00	\$2,077.00



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	Maintenance, Printing & Publications ²			
11.12	Travel, Conferences & Meetings ²	\$9,968.00	\$3,500.00	\$13,468.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$5,497.00	\$2,500.00	\$7,997.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$12,000.00	\$0.00	\$12,000.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$322,181.00	\$72,118.00	\$394,299.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.



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The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
a. Personnel	\$ 157,587	\$ 53,258	\$ 210,845	

Position *	Annual Salary *	% of time spent on PATH *	PATH-Funded FTE	PATH-Funded Salary *	Matched Dollars *	Total Dollars	Comments
Outreach worker	42,636.00	100.00 %	1.00	42,630.00	0.00	42,630.00	Outreach Spc 2
Outreach worker	42,000.00	100.00 %	1.00	42,000.00	0.00	42,000.00	Outreach Spc 1
Outreach worker	42,000.00	100.00 %	0.00	0.00	42,000.00	42,000.00	Outreach Spc 1
PATH Administrator	301,920.00	20.00 %	0.20	60,384.00	0.00	60,384.00	Psychiatrist
PATH Administrator	63,000.00	14.00 %	0.14	8,820.00	0.00	8,820.00	Supv Care Management
PATH Administrator	75,048.00	5.00 %	0.05	3,753.00	11,258.00	15,011.00	Prgm Mngr Special Program

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
b. Fringe Benefits	16.44 %	\$ 34,669.00	\$ 11,983.00	\$ 46,652.00	

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
c. Travel	\$ 6,000.00	\$ 3,500.00	\$ 9,500.00	

Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Other (Describe in Comments)	\$ 6,000.00	\$ 3,500.00	\$ 9,500.00	Local Travel Budget/Training and Conferences Attended by Staff

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
e. Supplies	\$ 100.00	\$ 377.00	\$ 477.00	

Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Office: Supplies	\$ 100.00	\$ 377.00	\$ 477.00	

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
f. Contractual	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
g. Housing	\$ 0.00	\$ 0.00	\$ 0.00	
No Data Available				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
h. Construction (non-allowable)				

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
i. Other	\$ 5,997.00	\$ 3,000.00	\$ 8,997.00	

Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Client: Other (Describe in Comments)	\$ 5,497.00	\$ 2,500.00	\$ 7,997.00	Specific Assistance to Individuals Budget
Office: Utilities/Telephone/Internet	\$ 500.00	\$ 500.00	\$ 1,000.00	Telephone

j. Total Direct Charges (Sum of a-i)	\$ 204,353.00	\$ 72,118.00	\$ 276,471.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
k. Indirect Costs (Administrative Costs)	\$ 12,000.00	\$ 0.00	\$ 12,000.00	

l. Grand Total (Sum of j and k)	\$ 216,353.00	\$ 72,118.00	\$ 288,471.00	
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Source(s) of Match Dollars for State Funds:

Estimated Number of Persons to be Contacted: 450 Estimated Number of Persons to be Enrolled: 375

Estimated Number of Persons to be Contacted who are Literally Homeless: 350

Number staff trained in SOAR in grant year ending in 2023: 0 Number of PATH-funded consumers assisted through SOAR: 1

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

GRANT BUDGET SUMMARY				
Agency Name: Mental Health Cooperative, Inc.				
Program Code Name: PATH Combined				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$293,516.00	\$65,241.00	\$358,757.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$1,200.00	\$877.00	\$2,077.00
11. 12	Travel, Conferences & Meetings ²	\$9,968.00	\$3,500.00	\$13,468.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$5,497.00	\$2,500.00	\$7,997.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$12,000.00	\$0.00	\$12,000.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$322,181.00	\$72,118.00	\$394,299.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET				
Agency Name: Mental Health Cooperative, Inc.				
Program Code Name: PATH Formula Grant SFY25				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$192,256.00	\$0.00	\$192,256.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$600.00	\$0.00	\$600.00
11, 12	Travel, Conferences & Meetings ²	\$6,000.00	\$0.00	\$6,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$5,497.00	\$0.00	\$5,497.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$12,000.00	\$0.00	\$12,000.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$216,353.00	\$0.00	\$216,353.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Mental Health
 Cooperative, Inc.
 Program Code Name: PATH Formula Grant
 SFY25
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$157,587.00
Benefits and Taxes Budget	\$34,669.00
TOTAL	\$192,256.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies	\$100.00
Telephone	\$500.00
TOTAL	\$600.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$3,000.00
Training and Conferences Attended by Staff	\$3,000.00
TOTAL	\$6,000.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$5,497.00
TOTAL	\$5,497.00

INDIRECT COST	AMOUNT
Indirect Cost	\$12,000.00
TOTAL	\$12,000.00

Agency Name: Mental Health Cooperative, Inc.
 Program Code Name: PATH Formula Grant SFY25

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Supv Care Management	\$5,250	14.00%	12	\$8,820	22.00%	\$1,940
Psychiatrist	\$25,160	20.00%	12	\$60,384	22.00%	\$13,285
Outreach Spc I Homeless	\$3,500	100.00%	12	\$42,000	22.00%	\$9,240
Outreach Spc II Homeless	\$3,553	100.00%	12	\$42,630	22.00%	\$9,379
Prgm Mngr Special Program	\$6,254	5.00%	12	\$3,753	22.00%	\$826
TOTAL				\$157,587		\$34,669

GRANT BUDGET				
Agency Name: Mental Health Cooperative, Inc.				
Program Code Name: Local Match PATH				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$65,241.00	\$65,241.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$877.00	\$877.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$3,500.00	\$3,500.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$2,500.00	\$2,500.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$0.00	\$72,118.00	\$72,118.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Mental Health
 Cooperative, Inc.
 Program Code Name: Local Match PATH
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$53,258.00
Benefits and Taxes Budget	\$11,983.00
TOTAL	\$65,241.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies	\$377.00
Telephone	\$500.00
TOTAL	\$877.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$3,500.00
TOTAL	\$3,500.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$2,500.00
TOTAL	\$2,500.00

Agency Name: Mental Health Cooperative, Inc.
Program Code Name: Local Match PATH

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Prgm Mngr Special Program	\$6,254	15.00%	12	\$11,258	22.50%	\$2,533
Outreach Spc I Homeless	\$3,500	100.00%	12	\$42,000	22.50%	\$9,450
TOTAL				\$53,258		\$11,983

GRANT BUDGET				
Agency Name: Mental Health Cooperative, Inc.				
Program Code Name: PATH Grant Supplement				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$101,260.00	\$0.00	\$101,260.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$600.00	\$0.00	\$600.00
11. 12	Travel, Conferences & Meetings ²	\$3,968.00	\$0.00	\$3,968.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$105,828.00	\$0.00	\$105,828.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Mental Health
 Cooperative, Inc.
 Program Code Name: PATH Grant Supplemen
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$83,000.00
Benefits and Taxes Budget	\$18,260.00
TOTAL	\$101,260.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Telephone	\$600.00
TOTAL	\$600.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$3,968.00
TOTAL	\$3,968.00

Agency Name: Mental Health Cooperative, Inc.
Program Code Name: PATH Grant Supplement

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Outreach Spc I Homeless	\$3,417	100.00%	12	\$41,000	22.00%	\$9,020
Peer Support Spc PATH	\$3,500	100.00%	12	\$42,000	22.00%	\$9,240
TOTAL				\$83,000		\$18,260

Footnotes:

II. Executive Summary

Intended Use Plans

Pathways

238 Summar Drive

Jackson, TN 38301

Contact: Yolanda Neal

Email Address:

Provider Type: Community mental health center

PDX ID: TN-007

State Provider ID:

Contact Phone #: 731-541-9918

- **Local Provider Description** – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.
- **Collaboration with HUD CoC Program** – HUD's **Continuum of Care (CoC) Program** is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers and State and local governments and promoting access to mainstream programs by homeless individuals and families. Describe the organization's participation with local HUD CoC recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the CoC(s), briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.
- **Collaboration with Local Community Organizations** – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary care, mental health, substance use, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.
- **Service Provision** – Describe the organization's plan to provide coordinated and comprehensive services to PATH-eligible clients, including:
 - How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with COD, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing;
 - Any gaps that exist in the current service systems;
 - A brief description of the current services available to clients who have a COD; and
 - A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients.
- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).
- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.
- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.
- **Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.
- **Budget Narrative** – Provide a budget and budget narrative that includes the local-area provider's use of PATH funds.

SFY 25 PATH Intended Use Plan

Please provide the following information regarding your agency's intention to provide PATH Service in the upcoming fiscal year.

Agency Name: Pathways of Tennessee, Inc.

PATH location office: 238 Summar Drive, Jackson, Tennessee 38301

Counties to be served by this location: Madison, Haywood, Henderson and Hardeman

Contact person: Yolanda Neal

Contact person's e-mail: Yolanda.Neal@wth.org

Contact person's phone: 731-225-6263

Local Area Provider Description – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.

- Pathways of Tennessee, Inc. is a community mental health center, serving Region VI (rural West Tennessee). The PATH program of Pathways of Tennessee, Inc. provides services to the following counties: Hardeman, Henderson, Haywood, and Madison. Services provided by Pathways of Tennessee, Inc. include medication management, crisis services, transition to care, individual, group and family therapy, case management, Tennessee Health Link, school based services, peer support services, supportive employment/IPS individual placement and support, prevention services, project rural recovery mobile unit, criminal justice services, independent living transitional home, inpatient psychiatric, medication assisted treatment, medical detoxification, alcohol and drug abuse treatment, crisis stabilization, respite, High Fidelity Wrap Around Services through System of Care Across Tennessee, forensics, intensive outpatient services, and 24/7 walk-in triage. Pathways of Tennessee, Inc. will receive funding for the PATH program in the amount of \$112,120.00 - Federal PATH funds are \$62,155 and PATH state funds are \$49,965. \$20,718.00 in matching revenue, for a total of \$132,838.00.

Collaboration with HUD Continuum of Care (CoC) Program – Describe the organization's participation with local HUD Continuum of Care (CoC) recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the Continuum(s) of Care, briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.

- PATH employees are active in the West Tennessee HUD Continuum of Care program. At least one representative from Pathways attends each meeting. Pathways employees serve on committees within the Continuum of Care program. Pathways staff serve on the HMIS committee to help improve the HMIS. Pathways Case Managers serve on the committee for the coordinated entry process and PATH Case Managers participate in the bi-weekly coordinated entry meetings. Pathways Program Manager serves on the board of directors for the local continuum of care. PATH employees are active in the annual Point in Time count for the homeless population. PATH employees work closely with Area Relief Ministries that conducts the Room-in-the-Inn shelter and has a rapid re-housing program. PATH employees work with Tennessee Homeless Solutions who have a rapid re-housing

program, emergency housing voucher program, eviction prevention program, home ARP supportive services, veteran's housings program and other programs to assist our clients who are experiencing homelessness. Pathways of Tennessee, Inc. provides mental health and substance abuse training for those agencies working with the homeless population. PATH Case Managers do occasional Resource fairs with the Salvation Army. We work with RIFA Regional Interfaith Association to provide resources and in-reach.

Collaboration with Local Community Organizations – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary health, mental health, substance use disorder, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.

- Pathways of Tennessee, Inc. PATH program collaborates with West Tennessee agencies to provide the needed services and does outreach to those adults who are considered “literally homeless.” West Tennessee Legal Services partners with the PATH program by providing assistance with legal matters for some individuals in the community. The PATH program coordinates services with Pathways of Tennessee, Inc. Crisis Stabilization Unit (CSU), medical detoxification and inpatient units, MAT (Medication Assisted Treatment) Program, Case Management program, and the Justice Grant program to provide service linkage for individuals served in those programs. The PATH Program works to provide services for individuals discharged from WMHI that are identified as homeless. Aspell Manor Recovery Center, JACOA, Area Relief Ministries, Regional Inter-Faith Association (RIFA), Southwest Human Resource Agency, West Tennessee Housing Network, Jackson Housing Authority, Tennessee Housing Development Agency (THDA), THS (Tennessee Homeless Solutions), City of Jackson Recovery Court, WRAP(Wo/Men Resource Assistance Program), and local Law Enforcement Crisis Intervention Team (CIT) and Homeless task force are all partners in reducing the number of homeless individuals and providing appropriate care and treatment for the target population. The PATH program coordinates with all of these agencies to provide services to the target population through community network meetings, one-to-one referrals, as well as other means of outreach. The PATH program participates with many of these agencies in the monthly WTHR, Inc. /West Tennessee Health Care Foundation Continuum of Care meetings. The PATH program coordinates with local pharmacies, Health Departments, medical clinics, and/or primary care agencies to coordinate services for the target population. Pathways of Tennessee, Inc. PATH program is part of West Tennessee Healthcare and has several affiliates located throughout rural West Tennessee that provide primary health to the clients in need. Tennessee Voices is opening Jackson Manor which is housing for individuals discharging from the state hospitals.

- **Service Provision** – Describe the organization’s plan to provide coordinated and comprehensive services to PATH-eligible clients, including:

- o How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those

with serious mental illness who are veterans and experiencing homelessness, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing;

○ In keeping with SAMHSA's mission "to lead public health and service delivery efforts that promote mental health, prevent substance misuse, and provide treatments and supports to foster recovery while ensuring equitable access and better outcomes," the Pathways of Tennessee, Inc. PATH program will utilize funding to enhance street outreach and case management services for the target population. Homeless individuals without insurance will work with the PATH case manager to get enrolled in the TennCare system and/or apply for Safety Net and then be referred for mental health case management/THL as needed. Funding will be set aside to provide housing deposits, utility deposits, meals and supplies for those individuals that are considered homeless during the transition of obtaining housing. When appropriate, PATH staff will have the individual call the THS housing hotline to register with Coordinated Entry to assist with finding permanent housing in the CoC area. The PATH program will incorporate SAMHSA's Strategic Initiatives in all PATH-related services.

○ Any gaps that exist in the current service systems;

Affordable housing has been an issue in our community. Landlords have increase deposits and rental amounts and salaries have not increased. There is a need for emergency shelters and transitional housing for this area. The Area Relief Ministries along with many local churches provides shelter for men during the months of November – April with their Room-In-The-Inn shelter. The shelter program expands their availability outside of this time frame when they have volunteer organizations that are willing to continue assisting outside of the designated time frame. Temporary shelter is open some days in the summer months when temperatures are extreme. The temporary shelter opens when there is any severe weather threating the Jackson, TN area. The city of Jackson and area programs open up a warming center when there are consecutive cold days in the winter months. There are no permanent emergency shelters for men or women. There are two shelters that women can apply for but it is a process and takes a few days for them to be accepted to the shelter if there is availability. If the women have older male children, they cannot go to those shelters. There are no shelters for men with children, no matter the age of the child. Housing for homeless individuals with medical complications is becoming more of a need in Rural West Tennessee. The public transportation only goes to certain areas so if the individual lives outside of the bus route area they still have difficulty connecting to services. The city buses stop running early so if depending on the bus for transportation you will not be able to work late. There are no shelters or homes for sex offenders. The soup kitchen serves breakfast and lunch daily and dinner 3 days per week. A person can only get a food box once per month from RIFA. Salvation Army food boxes are given once per month but depends on supplies.

○ A brief description of the current services available to clients who have both a serious mental illness and a substance use disorder; and

Pathways of Tennessee, Inc. is certified as a Co-Occurring Enhanced Provider, with all staff having received co-occurring training. JACOA and Aspell Manor provides housing for those individuals struggling with addictions. The local law enforcement has partnered with Pathways of Tennessee, Inc. to help meet the needs of clients who present with a serious

mental illness and/or a substance use disorder. The CIT (Crisis Intervention Team) and the homeless task force will bring clients into the Crisis Walk-in Triage for assessment and follow-up treatment. Pathways has a grant funded detoxification program for those clients who are in need of this service. Pathways also has a MAT (Medication Assisted Treatment) program. We also have Intensive Outpatient Groups.

O A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients.

1. Pathways of Tennessee, Inc. PATH program clients who are eligible for services individual must have been determined to:
 - a. Have a serious mental illness or co-occurring disorder; (cannot be substance abuse only)
 - b. Be homeless, literally homeless, or at imminent risk of becoming homeless as defined by TDMHSAS (see #3-#5)
 - c. Be at least eighteen (18) years old or an emancipated minor
 - d. Must be able to connect to a mental health service
2. The individual is unable to live in stable housing and work independently because he/she is unable to perform sufficiently in at least one (1) of the following four (4) domains:
 - a. Activities of daily living
 - b. Interpersonal functioning
 - c. Concentration, task performance, and pace
 - d. Adaptation to change

PATH enrollment occurs after it is determined that client is eligible for the program. All information gathered is documented in the first progress note and in HMIS.

• **Data** – Describe the provider’s participation in HMIS and describe plans for continued training and how providers will support new staff. For any providers not fully participating in HMIS, please describe plans to complete HMIS implementation.

Pathways of Tennessee, Inc. utilizes a web-based electronic health record (EHR) system and the PATH staff will have access to protected health information as indicated by for their job description.

The electronic health record (EHR) is Carelogic by Qualifacts Systems, Inc. and Carelogic received certification by the Office of the National Coordinator for Health IT (ONC) on February 18, 2014 – Report Number: 0000T9vFI-1.

Pathways of Tennessee, Inc. actively submits data into the HMIS system for clients who meet eligibility for the program. The goal is to have this done within 24 hours of admission.

We have found that there are some data that does not transfer properly from the HMIS into PDX so some data is kept and entered after importing the PDX data.

The PATH staff will utilize Pathways/West Tennessee Healthcare IT staff for any hardware/software issues with the Pathways equipment, and can also coordinate with the HMIS SHP

Coordinator/HPRP Field Specialist from Tennessee Homeless Solutions with any HMIS-specific issues that cannot be addressed by the Pathway staff.

Staff attends any available training to help with better understanding of the HMIS system. And the HMIS administrators are available to train or answer questions when needed. Any new staff members will be trained in the HMIS system when hired.

- **SOAR (SSI/SSDI Outreach, Access and Recovery)** – Does your PATH program or organization have SOAR trained individuals? If not, describe your efforts to ensure client applications for mainstream benefits are completed, reviewed, and a determination made in a timely manner.

PATH staff member is completing SOAR training. PATH staff members will assist clients in the coming year with SOAR once training is complete. Tennessee Homeless Solutions has a dedicated SOAR specialist that clients are referred to for assistance.

- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).

Transitional housing is provided in this area through Montgomery Hall A&D Transitional Living Home and the Safe Haven Shelter Turning Point. Pathways has a home on Preston St that operates as a transitional home. Public housing units are available through the local housing authorities and THDA, as well as vouchers for Section 8 Housing. The PATH program also partners with Aspell Manor, the Care Center, Dream Center, Oxford House, Opportunity Recovery House, and Area Relief Ministries in partnership with local churches and the Jackson Housing Authority for temporary and transitional housing opportunities for clients. The PATH case managers will continue to be active members of the WTHR, Inc. /West Tennessee Health Care Foundation Continuum of Care in an attempt for making suitable housing available to PATH clients.

- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receives periodic training in cultural competence and health disparities.

The demographics of the staff serving the clients; 0% are male & 100% are female and 100% Caucasian. Staff receives annual training in cultural competence and health disparities and are monitored for compliance monthly during the probationary period and annually thereafter. The staff will be representative of the racial/ethnic diversity of clients as the application pool allows. Pathways of Tennessee, Inc. is an affiliate of West Tennessee Healthcare does not discriminate based on age, gender, disability, lesbian, gay, bisexual and transgender, racial/ethnic, and differences of clients. Additionally, Pathways of Tennessee, Inc. as an affiliate of West Tennessee Healthcare has 24-7 access to interpreter services for any client. We strive to be culturally and linguistically competent.

- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.

The demographics of the client population: approximately 46% are African American, 53% are Caucasian and less than 1% are Hispanic; 42.5% male and 57.5% female.

The PATH program will have approximately 240 contacts made throughout the year by way of outreach and community referrals.

The PATH program will enroll approximately 75% (180) of the contacts into the program

The PATH program will have 70% (126) of the clients enrolled considered “literally homeless.”

• **Consumer Involvement** – Describe how individuals, who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.

Pathways of Tennessee, Inc. has Certified Peer Specialist and Certified Family Support Specialist who work in the system and Pathways has a client representation as a member of the Pathways formal advisory board. Pathways partners with NAMI on several projects and continues to develop and implement various ways for consumer and family participation.

• **Budget Narrative** – Provide a budget narrative that includes the local-area provider’s use of PATH funds. See Appendix C for a sample detailed budget.

People are presenting with higher acuity due to neglecting mental health care. This all results in higher numbers of homelessness. We feel there will be an increase in the need for funds. We purchase food, hygiene supplies, pay for hotels, pay deposits, purchase tents, and sleeping bags, etc. And the cost of all of these have increased exponentially.

Appendix C

SFY 25 PATH BUDGET FORM for Pathways of Tennessee, Inc.

PERSONNEL Position	Annual Salary	PATH-funded FTE	PATH-funded Salary	TOTAL
PATH Case Manager	36,920.00	1.0	36,920.00	
PATH Case Manager	36,920.00	0.5	18,460.00	
Manager Non-Licensed	57,648.00	0.3	16,290.00	
subtotal		1.8	71,679.00	71,670.00
FRINGE BENEFITS Position	Annual Salary	PATH-funded FTE	PATH-funded Salary	TOTAL

PATH Case Manager		1.0	10,706.00	
PATH Case Manager		.5	5,353.00	
Manager Non-Licensed		.3	4,724.00	
subtotal			20,783.00	20,783.00

TRAVEL	Cost	Number Persons	Number Trips/Miles	TOTAL
Local Travel for outreach	800.00	2		800.00
subtotal				\$800.00

SUPPLIES		Per Unit Cost	Number	TOTAL
Office supplies	700.00			\$700.0
Postage				
Printing				
subtotal				\$700.0

CONTRACTUAL/CONSULTANTS		Per Unit Cost	Number	TOTAL
subtotal				

OTHER COSTS		Per Unit Cost	Number	TOTAL
Insurance	\$1,711.00			\$1,711.00
Specific Assistance to Individuals	\$10,111.00			\$10,111.00
subtotal				\$11,822.00

TOTAL DIRECT CHARGES				\$105,775.00
Enter sub-total				
INDIRECT COSTS				\$5,047.00

SUM OF COSTS				\$110,822.00
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FUNDING SOURCE BY LINE ITEM

<u>Category</u>	PATH federal grant	State PATH	Local Match	Total Costs
Personnel	42,394.00	30,281.00	19,011.00	91,686.00
Fringe	12,295.00	8,782.00	1,707.00	22,784.00
Travel	500.0	300.00		800.00
Supplies	400.00	300.00		700.00
Contractual				
Other	6,567.00	5,255.00		11,822.00
Total Direct	62,156.00	44,918.00	20,718.00	127,792.00
Indirect		5,047.00	0	5,047.00
Total Costs	62,156.00	49,965.00	20,718.00	132,839.00

The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
a. Personnel	\$ 42,394	\$ 19,011	\$ 61,405	

Position *	Annual Salary *	% of time spent on PATH *	PATH-Funded FTE	PATH-Funded Salary *	Matched Dollars *	Total Dollars	Comments
Case Manager	36,924.00	100.00 %	0.58	21,537.00	0.00	21,537.00	
Case Manager	36,924.00	50.00 %	0.29	10,768.00	0.00	10,768.00	
PATH Administrator	95,052.00	20.00 %	0.00	0.00	19,011.00	19,011.00	Director
Other (Describe in Comments)	57,648.00	30.00 %	0.18	10,089.00	0.00	10,089.00	Program Manager

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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b. Fringe Benefits	20.02 %	\$ 12,294.00	\$ 1,707.00	\$ 14,001.00	
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Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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c. Travel	\$ 500.00	\$ 0.00	\$ 500.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Other (Describe in Comments)	\$ 500.00	\$ 0.00	\$ 500.00	Local Travel

d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	
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No Data Available

e. Supplies	\$ 200.00	\$ 0.00	\$ 200.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Office: Supplies	\$ 200.00	\$ 0.00	\$ 200.00	

f. Contractual	\$ 0.00	\$ 0.00	\$ 0.00	
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No Data Available

g. Housing	\$ 0.00	\$ 0.00	\$ 0.00	
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No Data Available

h. Construction (non-allowable)

i. Other	\$ 6,767.00	\$ 0.00	\$ 6,767.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Client: Other (Describe in Comments)	\$ 5,569.00	\$ 0.00	\$ 5,569.00	Specific Assistance to Individuals Budget
Office: Insurance (Property, Vehicle, Malpractice, etc.)	\$ 998.00	\$ 0.00	\$ 998.00	
Office: Other (Describe in Comments)	\$ 200.00	\$ 0.00	\$ 200.00	Occupancy

j. Total Direct Charges (Sum of a-i)	\$ 62,155.00	\$ 20,718.00	\$ 82,873.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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k. Indirect Costs (Administrative Costs)	\$ 0.00	\$ 0.00	\$ 0.00	
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l. Grand Total (Sum of j and k)	\$ 62,155.00	\$ 20,718.00	\$ 82,873.00	
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Source(s) of Match Dollars for State Funds:

Estimated Number of Persons to be Contacted: 240 Estimated Number of Persons to be Enrolled: 180

Estimated Number of Persons to be Contacted who are Literally Homeless: 126

Number staff trained in SOAR in grant year ending in 2023: 2 Number of PATH-funded consumers assisted through SOAR: 133

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

GRANT BUDGET SUMMARY				
Agency Name: Pathways of TN, Inc.				
Program Code Name: PATH Combined				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$93,751.00	\$20,718.00	\$114,469.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$700.00	\$0.00	\$700.00
11, 12	Travel, Conferences & Meetings ²	\$800.00	\$0.00	\$800.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$1,711.00	\$0.00	\$1,711.00
16	Specific Assistance To Individuals ²	\$10,111.00	\$0.00	\$10,111.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$5,047.00	\$0.00	\$5,047.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$112,120.00	\$20,718.00	\$132,838.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET				
Agency Name: Pathways of TN, Inc.				
Program Code Name: PATH Formula Grant SFY25				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period:		BEGIN 7/1/2024	END: 6/30/2025	
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$54,688.00	\$0.00	\$54,688.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$400.00	\$0.00	\$400.00
11, 12	Travel, Conferences & Meetings ²	\$500.00	\$0.00	\$500.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$998.00	\$0.00	\$998.00
16	Specific Assistance To Individuals ²	\$5,569.00	\$0.00	\$5,569.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$62,155.00	\$0.00	\$62,155.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Pathways of TN, Inc.
 Program Code Name: PATH Formula Grant SFY25
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$42,394.00
Benefits and Taxes Budget	\$12,294.00
TOTAL	\$54,688.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies	\$200.00
Occupancy	\$200.00
TOTAL	\$400.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$500.00
TOTAL	\$500.00

INSURANCE	AMOUNT
Insurance	\$998.00
TOTAL	\$998.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$5,569.00
TOTAL	\$5,569.00

Agency Name: Pathways of TN, Inc.

Program Code Name: PATH Formula Grant SFY25

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Path Case Manager	\$3,077	100.00%	7	\$21,537	29.00%	\$6,246
Program Manager	\$4,804	30.00%	7	\$10,089	29.00%	\$2,926
Path Case Manager	\$3,077	50.00%	7	\$10,768	29.00%	\$3,123
TOTAL				\$42,394		\$12,294

GRANT BUDGET				
Agency Name: Pathways of TN, Inc.				
Program Code Name: Local Match PATH				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$20,718.00	\$20,718.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$0.00	\$20,718.00	\$20,718.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Pathways of TN, Inc.
 Program Code Name: Local Match PATH
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$19,011.00
Benefits and Taxes Budget	\$1,707.00
TOTAL	\$20,718.00

Agency Name: Pathways of TN, Inc.
 Program Code Name: Local Match PATH

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Program Director	\$7,921	20.00%	12	\$19,011	8.98%	\$1,707
TOTAL				\$19,011		\$1,707

GRANT BUDGET				
Agency Name: Pathways of TN, Inc.				
Program Code Name: PATH Grant Supplement				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$39,063.00	\$0.00	\$39,063.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$300.00	\$0.00	\$300.00
11, 12	Travel, Conferences & Meetings ²	\$300.00	\$0.00	\$300.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$713.00	\$0.00	\$713.00
16	Specific Assistance To Individuals ²	\$4,542.00	\$0.00	\$4,542.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$5,047.00	\$0.00	\$5,047.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$49,965.00	\$0.00	\$49,965.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Pathways of TN, Inc.
 Program Code Name: PATH Grant Supplemer
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$30,281.00
Benefits and Taxes Budget	\$8,782.00
TOTAL	\$39,063.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies	\$300.00
TOTAL	\$300.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$300.00
TOTAL	\$300.00

INSURANCE	AMOUNT
Insurance	\$713.00
TOTAL	\$713.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$4,542.00
TOTAL	\$4,542.00

INDIRECT COST	AMOUNT
Indirect Cost	\$5,047.00
TOTAL	\$5,047.00

Agency Name: Pathways of TN, Inc.
 Program Code Name: PATH Grant Supplement

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
Path Case Manager	\$3,077	100.00%	5	\$15,383	29.00%	\$4,461
Program Manager	\$4,804	30.00%	5	\$7,206	29.00%	\$2,090
Path Case Manager	\$3,077	50.00%	5	\$7,692	29.00%	\$2,231
TOTAL				\$30,281		\$8,782

Footnotes:

II. Executive Summary

Intended Use Plans

Volunteer Behavioral Health

PO Box 4028
Chattanooga, TN 37405
Contact: Connie Farmer
Email Address:

Provider Type: Community mental health center

PDX ID: TN-008 TN-009 TN-012

State Provider ID:

Contact Phone #: 423-883-5686

- **Local Provider Description** – Provide a brief description of the provider organization receiving PATH funds, including name, type of organization, region served, and the amount of PATH funds the organization will receive.
- **Collaboration with HUD CoC Program** – HUD's **Continuum of Care (CoC) Program** is designed to promote communitywide commitment to the goal of ending homelessness by providing funding for efforts by nonprofit providers and State and local governments and promoting access to mainstream programs by homeless individuals and families. Describe the organization's participation with local HUD CoC recipient(s) and other local planning activities and program coordination initiatives, such as coordinated entry activities. If the organization is not currently working with the CoC(s), briefly explain the approaches to be taken by the organization to collaborate with the CoC(s) in the areas where PATH operates.
- **Collaboration with Local Community Organizations** – Provide a brief description of partnerships and activities with local community organizations that provide key services (e.g., outreach teams, primary care, mental health, substance use, housing, employment) to PATH-eligible clients, and describe the coordination of activities and policies with those organizations. Provide specific information about how coordination with other outreach teams will be achieved.
- **Service Provision** – Describe the organization's plan to provide coordinated and comprehensive services to PATH-eligible clients, including:
 - How the services to be provided using PATH funds will align with PATH goals and maximize serving the most vulnerable adults who are literally and chronically homeless, including those with COD, to obtain housing and mental/substance use disorder treatment services and community recovery supports necessary to assure success in long-term housing;
 - Any gaps that exist in the current service systems;
 - A brief description of the current services available to clients who have a COD; and
 - A brief description of how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented for PATH enrolled clients.
- **Housing** – Indicate the strategies that will be used for making suitable housing available for PATH clients (i.e., indicate the type of housing provided and the name of the agency).
- **Staff Information** – Describe how staff providing services to the population of focus will be sensitive to age, gender, disability, lesbian, gay, bisexual, and transgender, racial/ethnic, and differences of clients. Describe the extent to which staff receive periodic training in cultural competence and health disparities.
- **Client Information** – Describe the demographics of the client population, the projected number of adult clients to be contacted and enrolled, and the percentage of adult clients to be served using PATH funds who are literally homeless.
- **Consumer Involvement** – Describe how individuals who experience homelessness and have serious mental illness, and their family members, will be meaningfully involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, indicate whether individuals who are PATH-eligible are employed as staff or volunteers or serve on governing or formal advisory boards.
- **Budget Narrative** – Provide a budget and budget narrative that includes the local-area provider's use of PATH funds.



**Volunteer Behavioral Health Care System
SFY 2025 Intended Use Plan**

Local Area Provider Description

Organization Name

Volunteer Behavioral Health Care System

VBHCS serves over 55,000 people in 32 counties and is a leading mental health provider in the middle, southeast, and Upper Cumberland regions of Tennessee providing a full continuum of behavioral health services for adults, children, and youth. "Help Today... For a Better Tomorrow".

Contact person

Connie Farmer – Vice President of Grant Services
Email: cfarmer@vbhcs.org
Cell: 423-883-5686

Kimberly Poff – Director of Grant-Homeless Services
Email: kipoff@vbhcs.org
Cell: 423-779-7305

PATH Offices & Counties Served

- 1) Murfreesboro office serving Rutherford County
- 2) Cookeville office serving Putnam, White, Overton, Cumberland, DeKalb & Warren Counties
- 3) Chattanooga office serving Hamilton County
- 4) Athens office serving Meigs, Loudon, Monroe, and McMinn Counties

Amount of Requested PATH Funds

Federal PATH funds: \$243,862
Matching funds from State and local sources: \$126,830
Total PATH funds: \$370,692

Volunteer Behavioral Health Care System
Help Today... For a Better Tomorrow

Collaboration with HUD Continuum of Care (CoC)

Each program collaborates with COC and local housing resources to serve individuals who are homeless and have mental health conditions.

The Murfreesboro PATH staff:

- * Educates the public about the CoC and refers qualified applicants in the community who are in need of housing.
- * Attend meetings with the Rutherford County CoC and serve as an active voice for individuals and families experiencing homelessness.
- * Attends the DCS & SOC Child and Family Team meetings when housing is an issue
- * Continue to be a member of the Service Planning subcommittee that coordinates needed services for those experiencing homelessness.
- * Is the VBHCS point person for the “street count” for the Point-in-Time count
- * Works with the HOST team with the Murfreesboro Police Department and Journey home. Coordinator is part of their treatment plan team and is contacted anytime a client needs mental health and is screened for path enrollment.

The Cookeville PATH staff:

- * Continues to be an active advocate for homeless at the Upper Cumberland CoC (HART), the Community Advisory Board, the Power of Putnam, the Health Councils, & the Anti-Drug Coalition.
- * Attends the DCS & SOC Child and Family Team meetings when housing is an issue
- * Continues working with local law enforcement and city officials to advocate and implement best practices for assisting those experiencing homelessness
- * Is the VBHCS point person for the “street count” for the Point-in-Time count

The Chattanooga PATH staff:

- * Participates in the CoC via the Chattanooga Regional Homeless Coalition and is actively involved in community outreach services.
- * Attends case conferencing meetings which address veteran & non-veteran homelessness in the area and assists in the implementation of coordinated entry system
- * Attends the DCS & SOC Child and Family Team meetings when housing is an issue
- * Is the VBHCS point person for the “street count” for the Point-in-Time count

The Athens PATH staff will:

- * Educate the public about the CoCs (Chattanooga Regional Homeless Coalition and Tennessee Valley Coalition for the Homeless) and refer qualified applicants in the community who are in need of housing.
- * Participate in the CoC as well as to be actively involved in community housing outreach services.
- * Attends the DCS & SOC Child and Family Team meetings when housing is an issue
- * Is the VBHCS point person for the “street count” for the Point-in-Time count

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Collaboration with Local Community Organizations

The Putnam, Athens & Murfreesboro PATH programs are housed in either the local VBHCS community mental health facilities & Chattanooga PATH is housed in the Homeless Health Center, all of which have access to integrated mental health and substance abuse services including outpatient, residential, medical assisted A&D treatment & web-based peer support. From these locations the PATH staff are easily able to reach out to multiple community service providers and volunteers to maximize the services that are provided to PATH clients.

Murfreesboro PATH has built solid relationships with a large array of housing providers, several emergency shelters (Stepping Stones for women and children, Salvation Army for individuals and families), a shelter specializing in domestic violence services and sober living apartments. They have access to the Nourish Food Bank which will provide food boxes to PATH clients once a month, GED classes, and computer classes. The Journey Home provides hot meals daily, showers, storage, clothing, and supportive housing apartments. The Salvation Army provides hot meals daily. The Outreach Thrift Store provides emergency clothing and household items to PATH clients by referral. The Vocational Rehabilitation and Goodwill Career Solutions are able to provide job training and placement for PATH clients by appointment. One of our new partners is Operation Stand Down, as we now both serve Rutherford County for SSVF. They refer ineligible Veterans to our PATH program. We also recently started working with Doors of Hope, which is a program working specifically with women in homelessness and addiction. VBHCS now has an IPS employment program serving Rutherford County and partnering with Voc Rehab; we refer and participate in IPS team meetings.

PATH connects clients to community partners that provide services related to housing needs, which includes “Cold Patrol” that provides weekly street outreach for basic needs, sober living, A&D services, and two transitional homes for men. Coordinator works alongside the HOST team with the Murfreesboro Police Dept and Journey Home as part of a treatment team and screens for intake into the PATH program for mental health assistance. We refer people to the Legal Aid Society, as needed. Local churches also refer to us, including St Paul’s Episcopal Church and First Baptist Church, East Main Street. Both of these churches have programs to assist community members. We participate in Rutherford CoC meetings and collaborate with all partner agencies involved.

Cookeville PATH has strong partnerships with the American Job Centers, UCHRA Career Center, faith-based coalitions, city governments, law enforcement, local employment agencies and both state & private housing providers. PATH also has a strong relationship with the Cookeville Rescue Mission shelter in Putnam and Bread of Life shelter in Cumberland for temporary shelter, and several emergency food banks throughout the counties served.

PATH works closely with community partners that provide services related to housing needs includes the Cumberland Presbyterian Church, Monterrey Mission Center, the First United Methodist Church, Choices, and the Dept. of Children’s Services, the Upper Cumberland Family Justice Center, and Stevens Street Welcome Center – all assisting with utilities, clothing, food, and special needs.

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Chattanooga PATH

This program is embedded in the Homeless Health Center – a one-stop shop for homeless services. Services available at this center include: Homeless Healthcare, The Salvation Army, and access to faith-based emergency shelters. In addition to access to the services available at the Homeless Health Center, integrated mental health care services can be obtained through the local, VBHCS Joe Johnson Mental Health Center, which can include medication management, outpatient MH treatment, Crisis intervention, and substance abuse services, including referral to AA and NA meetings.

Other social services offered in the Chattanooga/Hamilton county area are; CADAS (Council for Alcohol and Drug Abuse Services) which offers inpatient and outpatient services, HUD, AIM Center, the Furniture Bank, Second Blessings Thrift Store, and The Samaritan Center are utilized to obtain items and household items. The CHATT Foundation provides hot meals, clothing, laundry and shower facilities, employment services, and an array of other services geared to help meet basic needs of the most vulnerable people in the community.

The PATH CM participates in monthly Homeless Coalition meetings to help develop and facilitate community actions that assist in moving homeless individuals and their families to self-sufficiency and permanent housing.

PATH collaborates with McNabb's CYHOP program, providing cross-referrals for eligible participants in our respective programs. PATH has an excellent relationship with the Chattanooga's newly-titled Office of Homelessness and Supportive Housing (OHS). OHS has homelessness prevention and rapid rehousing programs, outreach services that provide supplies to people in need, and limited emergency housing services. Our PATH is a member of the new Regional Outreach Cooperative, which joins together community homelessness providers who have the common goal of street outreach.

Additional community partners that provide services related to housing needs include the Hixson CHI Memorial – primary care, Abba's House clothing closet, Exodus ministries – medication assistance and Comprehensive Community Care – A&S services. We also work closely with the Youth Homelessness Demonstration Program, serving youth 18-24.

Meigs/Loudon/Monroe/McMinn PATH

PATH staff are active members of their 4 counties' Housing and Homeless Coalitions and participate in the community resource networks in these areas.

Community Partners that provide services related to housing needs include: Advocates in Ministry (provides assistance targeted to those experiencing homelessness), McMinn Coordinated Charities, Grace and Mercy Ministries, Meigs County Health Council, McMinn County Health Council, Monroe County Health Council, Monroe Housing Authority, and the Good Shepard Center in Loudon County. Additional community partners include: Table Graces Ministry, Unconditional Love Ministry, E.G. Fisher Library, and Etowah Carnegie Library, and Meigs County Library. These assist with utilities, clothing food, and special needs. PATH works closely with the local McMinn domestic violence shelter (Hope Center) to help with mental health services, entry assessments for coordinated entry, and assistance with other referrals, if needed. We have been working with the local Shower Bus, which recently burned but is planning to resume when repairs are made. We are able to secure food through the Love Thy Neighbor project through TWU and sometimes secure donations of pet food through the

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McMinn Regional Humane Society. Southeast Tennessee Human Resources Agency (SETHRA) provides multiple services, including food boxes, which our PATH staff help pack. For volunteering we are able to get a box of food, which is used for outreach.

Service Provision

Aligning PATH Funds with PATH Goals

All PATH programs want to be good stewards of PATH funds. Priority is given to those who are experiencing literal and chronic homelessness & untreated serious mental illness because they are the most vulnerable. PATH funds are used as last-dollar funding, as we use local shelters, benevolent funds, faith-based financial assistance, community food pantries & local grant funded or state contracted social services for job skills training and transportation, and any available resource, before using PATH funds, which will only be used if no other service is appropriate or available. All PATH coordinators negotiate for discounted rates & free services when at all possible. PATH programs have been the recipients of community fundraising efforts, as well as small community grants to help augment available funds. Cookeville PATH has been awarded City of Cookeville funds for the past few years. This grant assists with providing move in costs and eviction prevention funds. We unsuccessfully applied for funding from Rutherford County United Way.

PATH staff provide warm handoffs to available community resources, services, mental health options, housing, and community services so they can be linked in with the needed services as quickly as possible.

Gaps In the current service systems

All PATH locations report a lack of:

- * Affordable housing
- * Low-barrier temporary emergency shelters and transitional housing
- * Low-income and subsidized long term housing
- * Housing for clients with felonies, sex & drug offenses, and poor credit ratings
- * Affordable transportation
- * Entry level / low level skill jobs
- * Education for potential private landlords on the voucher system
- * Primary care insurance and affordable medication

We are working to overcome these gaps by building and maintaining relationships with landlords, advocating for and referring to broadened local resources, low income and subsidized housing, using community transportation as available, building relationships with local American Job Centers and IPS employment programs. We are in the planning stages of hosting a Lunch and Learn for local landlords on the benefits of working with local housing programs. PATH staff works closely with local CoC's to advocate for system and policy change, which may not provide equitable services to everyone in need.

Serious Mental Illness & Substance Use Services Available

There are many options available to PATH clients for serious mental illness and substance use.

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VBHCS offers integrated mental health and substance abuse services in their local community mental health facilities which includes outpatient, residential, medical assisted A&D treatment & web-based peer support. VBHCS also has specialty services available including treatment for co-occurring disorders, medication management, psychiatry services, case management services, group therapy sessions, grief counseling, most of which are available thru grant funding as available at no cost.

In addition these services can also be obtained from other mental health providers in the area including Buffalo Valley, Vanderbilt Hospital, Rolling Hills Hospital, Middle Tennessee Mental Health Institute, MBMHI, and Trustpoint Hospital – all provides inpatient treatments for those who have a serious mental illness as well as various alcohol and drug services to meet PATH client needs.

PATH Eligibility Determination

As indicated in the PATH contract, eligibility is:

- * Diagnosed but untreated serious mental illness or co-occurring disorder
- * Experiencing literal homelessness or at imminent risk of experiencing homelessness
- * Limited functioning (functional impairment) - unable to perform sufficiently in at least 1 of the following 4 domains:
 - Activities of daily living
 - Interpersonal functioning
 - Concentration, task performance and pace
 - Adaptation to change
- * 18 years or older or an emancipated minor

Enrollment

Enrolling a PATH client:

- * Client has engaged with PATH staff, meet the PATH program requirements, and understand services that are available. This may take 1 or more contacts to get to the point of enrollment.
- * HMIS pages + agreement to participate + ROI are completed
- * Client is entered into HMIS
- * Mutual agreement for the provision of services

Documentation of PATH Eligibility

Documentation of PATH eligibility will be entered into the VBHCS electronic system (Qualifacts). Services and contacts will be documented in a case note within 24 hours of service.

Data

The PATH teams have several different HIMS data bases that they are currently entering data into after the PATH client agrees to sign a Release of Information. All of the HMIS coordinators have agreed to provide training to all current PATH staff and new PATH staff on HMIS usage and data entry to insure quality of data. Data reports that are provided by the HMIS coordinators will be reviewed by the PATH program managers to maintain data quality. They can addressing any barriers to positive outcomes and provide a feedback loop so that quality improvement activities can be recommended. In addition managers will review program implementation and compare the implementation between sites to ensure consistence, efficiency and effectiveness.

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If there are any questions or concerns regarding the information or timeliness of the data entered into the HMIS systems the point people to contact for all teams is Connie Farmer, 423-883-5686, cfarmer@vbhcs.org or Kimberly Poff, 423-779-7305, kipoff@vbhcs.org

SOAR (SSI/SSDI Outreach, Access and Recovery)

All current VBHCS PATH staff are required to be SOAR for SSI/SSDI trained. Currently, 3 PATH staff are trained in SOAR and new staff are currently being trained as this is a job requirement. The Regional Coordinator of the Supplemental Security Income/Social Security Disability Income (SSI/SSDI) Outreach, Access and Recovery (SOAR) program in the Mental Health Planning and Policy Regions Three (3), Four (4), and Five (5) is housed with VBHCS. The SOAR Coordinator leads local SOAR support meetings to advise and encourage those working with people experiencing homelessness in preparing and submitting complete and approvable applications and serves as liaison between people submitting SOAR applications and the Social Security Administration and Eligibility Determination offices, and identifies people experiencing homelessness who are eligible for SSI or SSDI benefits and assists them in applying for these benefits as available.

Housing

Murfreesboro PATH uses a client choice approach to housing options which prioritizes the housing preferences of each person/family we serve. With that in mind we utilize we find the most appropriate community resources to meet those goals. We sometimes use Shelter Plus Care vouchers attained at the Murfreesboro Housing Authority for use with private landlords. PATH staff work with individuals to gather necessary documents and complete the voucher application. The Journey Home provides supportive housing to some PATH clients, and Greenhouse Ministries provides transitional housing for those who have addiction disorders; the Wellsprings Program at Greenhouse Ministries provides housing to men with disabilities. Cold Patrol also has transitional housing for single men. Doors of Hope provides transitional and emergency housing for women. PATH also refers clients to privately owned section 8 properties such as Spring Valley, Imperial Gardens, and Midtown Estates. PATH refers clients to First Things First sober living homes, which is licensed through the state, if they meet criteria and want to live there. Privately owned group homes that are licensed through the state are utilized by PATH clients if this service is needed. Also, PATH assists clients to get into rental properties such as apartments, houses and mobile homes that are privately owned. We use each of these community resources when it is appropriate based on the eligibility, preferences, and needs of the people we serve.

Cookeville PATH continues to have a long-standing positive relationship with Crossville Housing Authority (CHA) as well as other Public Housing Authorities in the region. CHA offers housing assistance through Shelter Plus, Section 8, Community Supportive Housing, and Iris Cottage, all of which are available to PATH clients if they qualify and there is an opening. PATH works with local landlords to maintain a list of available rentals for program participants, and will continue to provide education for potential private landlords on the voucher system. PATH uses City of Cookeville funding to help with move in costs and eviction prevention.

Chattanooga PATH works closely with local HUD and Section 8 housing providers as well as individual landlords in Hamilton County who rent regularly to PATH clients and understand their unique needs. PATH assists clients with rental deposits and/or first month's rent to secure housing and provides connections to Hamilton Rapid Re-Housing via the Chattanooga CoC. The PATH program is also continually working to identify housing that is available to those clients with high barriers and specific needs. VBHCS has an active MOU for PATH participants to be eligible for priority mainstream vouchers with the Chattanooga Housing Authority.

Meigs/Loudon/Monroe/McMinn PATH is an active member of the Chattanooga Regional Homeless Coalition, Monroe County Homeless Coalition, the Tennessee Valley Coalition for the Homeless. PATH staff work with local property management companies to secure housing for PATH clients. By working with homeless advocates located in the school systems and the SSVF program to identify housing options for their populations. VBH employs school-based staff in Meigs, Monroe, and McMinn Counties and the staff work closely to refer students in need, in addition to Homeless Coordinators in the schools. When there is an opportunity, PATH will refer to local rapid rehousing grants to see if participant qualifies for financial assistance for deposits and rental assistance. All PATH enrollees are entered into Coordinated Entry via a Housing Needs Assessment, which provides referrals back to the RRH Grant for housing assistance. Our new partnerships include Loudon County Habitat for Humanity and Loudon Ministries.

Staff & Cultural Competency

VBHCS provides services to all individuals without regard to age, gender, disabilities, sexual orientation, race/ethnicity, religion, veteran status or any other differences of clients. VBHCS is fully committed to assuring equal and fair treatment to all. PATH staff is required to take a cultural diversity course and a client's rights and patient's rights course yearly, as well as any other culturally based training they may want. VBH is intentional in seeking staff with lived experience, compassion, and the ability to be representational of the wide diversity present in our communities as we believe representation is vital.

Client Information

VBHCS Client Demographics

In FY 2023, through client reporting, 54% were female and 46% were male; 1% were from ages 18-23, 13% were ages 24-30, 30% were ages 31-40, 24% were ages 41-50, and 21% were age 51 to 61 and just 2% were ages 62 and over. 15% reported being African American, 56% were White, and none reported being two or more races, 2% reported being Native American; 99% reported being Non-Hispanic; 4% were Veterans; 33% had co-occurring disorders; and 65% were experiencing literal homelessness.

Target Numbers of PATH Clients

- * The 4 combined PATH programs anticipate contacting 1000 homeless adults this contract year.
- * The 4 combined PATH programs anticipate enrolling 400 homeless adults in PATH services and the HMIS data systems.

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* The 4 combined PATH programs anticipate that a minimum of 80% of the adult clients enrolled will be experiencing literal homelessness (living in place not fit for human habitation or in an emergency shelter the night before being contacted or enrolled).

Consumer Involvement

Murfreesboro PATH – encourages graduates of PATH to volunteer as participants in the CoCs, for input in planning strategies to end chronic homelessness and for assistance with the Point-in-Time count. Also, the Consumer Council is made up of currently homeless individuals or formerly homeless individuals that is a working group of the CoC which meets as needed and reports its ideas and strategies to the Homeless Alliance of Rutherford County. Anytime a family member of a PATH client wants to be involved with a client's planning of services and goal setting then PATH staff encourage the family member to ask the PATH client if they want them to be a part of their recovery. If the PATH client has expressed that they want the help of a family member, then PATH staff will make the family member a part of the client's support network.

Cookeville PATH – also encourages graduates of PATH to join the CoC, assist the Point in Time count by helping locate homeless camps, and be involved in Homeless Awareness week in November. They are also encouraged to participate in partner fundraisers & events that assist other homeless individuals, join the Community Advisory Board, Power of Putnam, and any of the drug coalitions that are in their area.

The Chattanooga PATH & VBHCS Joe Johnson Mental Health Center service recipients receive satisfaction surveys and opportunity to provide feedback on the services they receive. VBHCS has an online peer support group, Finding My Recovery, which is accessible to anyone in the state.

Meigs/Loudon/Monroe/McMinn PATH – is finding that PATH participants are very quick to share information and the contact number to other homeless community members, which is a great benefit to this team. As PATH participants are successfully housed we encourage them to also become involved with the local councils and coalitions that are providing housing and support services.

In addition, VBHCS has 9 peer support centers that are easily accessed by clients in Murfreesboro, Cookeville, Athens that are staffed by Certified Peer Recovery Specialists and are available at no cost to all PATH clients. PATH participants can be a huge support to others who may be experiencing homelessness in those centers by contributing to the peer-lead recovery-oriented education and support groups. Participants can access additional peer support via Finding My Recovery, a statewide online peer support center. PATH is in the planning stages of creating a more program specific satisfaction survey to be distributed only to PATH participants.

Success Stories!

Murfreesboro PATH

PATH assisted a young parent with three children. The parent was on medical leave from her job and her own source of income was short term disability. The family was staying in hotels as personal funds would permit. The family had a housing voucher but was unable to quickly locate housing. PATH assisted family with locating local resources that could help pay for hotel assistance. The

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family located housing and PATH provided resources for agencies that could help the family with move in deposits and a first month rental assistance.

Chattanooga PATH

PATH worked with a client that had experienced homelessness for five years. The client enrolled in PATH and worked with the PATH CM to complete a SOAR claim for disability. Client had started a claim prior to working with VBH PATH CM but it was never completed. The client was hoping for a generous back pay in order to help secure and maintain stable housing. During their time in PATH the client focused on goals for mental health, physical health, and housing. Client received an approval letter in just over one month. After experiencing homelessness for over five years, they proudly sleep in their own home, have income, and insurance to benefit him with his needs.

Meigs PATH

PATH provided services to a young parent with five children fleeing domestic violence. This enrolment into PATH would be the second attempt to help this client become independent and not return to her domestic abuser. Client attended parenting and domestic violence classes, worked with mental health counseling, and was connected to a Rapid Re-Housing program. Client is now in a home with her children, back in school to complete her Pharmacy Tech certificate, and the whole family is thriving.

Cookeville PATH

PATH assisted a client who was residing in their vehicle, had an open DCS case, a co-occurring disorder, and a recent relapse. Due to non-payment, client lost their vehicle, which was their only means of shelter. PATH Coordinator was able to pull together multiple resources and help the client pay off the loan on the vehicle, allowing the client to continue attending all appointments, court hearings, and client has successfully completed all reunification requirements to regain custody of the children. PATH Coordinator assisted client with completing a housing application and client was awarded a voucher. Due to struggles with employment client was connected with SOAR and was recently awarded her SSI benefits. During the clients' time in PATH, they worked very closely with the PATH Coordinator to secure housing voucher, SSI income, and complete all reunification requirements to get their children back.

Budget Narrative

PERSONNEL	Annual Salary	PATH-funded FTE	PATH-funded	TOTAL
Position			Salary	
Outreach Coordinator	\$38,580	1.0	\$38,580	\$38,580
Outreach Coordinator	\$39,996	1.0	\$39,996	\$39,996
Outreach Coordinator	\$39,996	1.0	\$39,996	\$39,996
Outreach Coordinator	\$42,456	1.0	\$42,456	\$42,456
PATH CM	\$37,440	.5	\$18,720	\$18,720
PATH CM	\$3,334	.5	\$1,667	\$1,667
PATH CM	\$23,332	.5	\$11,666	\$11,666
SOAR Regional Coord	\$39,000	1.0	\$39,000	\$39,000
Outreach Coordinator	\$60,000	.05	\$3,000	\$3,000
VP of Grant Services	\$123,600	.01	\$1235	\$1235
Enter sub-total on SF- 424A, Section B, 6a				\$236,316
FRINGE BENEFITS	Annual Salary	PATH-funded FTE	PATH-funded	TOTAL
Position			Salary	
Outreach Coordinator	\$38,589	.30	\$38,589	\$11,574
Outreach Coordinator	\$39,999	.30	\$39,999	\$11,999
Outreach Coordinator	\$39,996	.30	\$39,999	\$11,999
Outreach Coordinator	\$42,456	.30	\$42,456	\$12,737
PATH CM	\$18,720	.08	\$18,720	\$1498
PATH CM	\$1667	.08	\$1667	\$133
PATH CM	\$11,666	.30	\$11,666	\$933
SOAR	\$39,000	.30	\$39,000	\$11,700
Outreach Manager	\$54,996	.30	\$3000	\$900
VP of Grants	\$100,008	.30	\$1236	\$370
Enter sub-total on SF- 424A, Section B, 6b				\$63,843

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TRAVEL	Cost	Number Persons	Number Trips/Miles	TOTAL
Local travel for Outreach Team	0.50	8	23,000	\$11,500
Travel to Statewide Meeting	0.47			
Enter sub-total on SF- 424A, Section B, 6c				\$ 11,500
EQUIPMENT		Per unit Cost	Number	
Enter sub-total on SF- 424A, Section B, 6d				
SUPPLIES		Per Unit Cost	Number	TOTAL
Office Supplies		\$ 169.50	12	\$2034
Copier				
Printing and Publications				
Enter sub-total on SF-424A, Section B, 6e				\$ 2034
CONTRACTUAL/CONSULTANTS		Per Unit Cost	Number	TOTAL
Communication		\$912.50	8	\$7300
Occupancy		\$500.00	8	\$4000
Computer System		\$469.63	8	\$3757
Building Security		\$117.88	8	\$943
Liability Ins		\$350.00	8	\$2800
Enter sub-total on SF-424 A, Section B, 6f				\$18800
		Per Unit Cost	Number	Total
HOUSING				
One-time housing rental		400	5	\$2000
Security deposits		400	5	\$2000
OTHER COSTS				
Other Non-Personnel				\$500

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Enter sub-total on SF-424A, Section B, 6h				\$4500
TOTAL DIRECT CHARGES				
Enter sub-total on SF-424A, Section B, 6i				\$336,993
INDIRECT COSTS State Administrative Rate of 4% Enter sub-total on SF-424A, Section B, 6j				\$33,699
SUM OF COSTS				\$370,692

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The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
a. Personnel	\$ 158,808	\$ 0	\$ 158,808	

Position *	Annual Salary *	% of time spent on PATH *	PATH-Funded FTE	PATH-Funded Salary *	Matched Dollars *	Total Dollars	Comments
PATH Administrator	123,600.00	1.00 %	0.01	1,236.00	0.00	1,236.00	VP of Grant Services
Other (Describe in Comments)	39,996.00	100.00 %	1.00	39,996.00	0.00	39,996.00	PATH Coordinator
Other (Describe in Comments)	39,996.00	100.00 %	1.00	39,996.00	0.00	39,996.00	PATH Coordinator
Other (Describe in Comments)	39,000.00	100.00 %	1.00	39,000.00	0.00	39,000.00	SOAR Regional Coordinator
Other (Describe in Comments)	38,580.00	100.00 %	1.00	38,580.00	0.00	38,580.00	PATH Coodinator

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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b. Fringe Benefits	30.00 %	\$ 47,642.00	\$ 0.00	\$ 47,642.00	
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Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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c. Travel	\$ 5,000.00	\$ 0.00	\$ 5,000.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Other (Describe in Comments)	\$ 5,000.00	\$ 0.00	\$ 5,000.00	Local Travel

d. Equipment	\$ 300.00	\$ 0.00	\$ 300.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Other (Describe in Comments)	\$ 300.00	\$ 0.00	\$ 300.00	Equipment Rental and Maintenance

e. Supplies	\$ 1,093.00	\$ 0.00	\$ 1,093.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Office: Supplies	\$ 1,093.00	\$ 0.00	\$ 1,093.00	

f. Contractual	\$ 0.00	\$ 0.00	\$ 0.00	
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No Data Available

g. Housing	\$ 0.00	\$ 0.00	\$ 0.00	
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No Data Available

h. Construction (non-allowable)

i. Other	\$ 8,850.00	\$ 0.00	\$ 8,850.00	
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Client: Other (Describe in Comments)	\$ 200.00	\$ 0.00	\$ 200.00	Specific Assistance to Individuals
Office: Insurance (Property, Vehicle, Malpractice, etc.)	\$ 1,000.00	\$ 0.00	\$ 1,000.00	
Office: Rent Expenses	\$ 3,000.00	\$ 0.00	\$ 3,000.00	Occupancy
Office: Utilities/Telephone/Internet	\$ 4,000.00	\$ 0.00	\$ 4,000.00	Telephone & Other Communications
Office: Other (Describe in Comments)	\$ 50.00	\$ 0.00	\$ 50.00	Other-Non Personnel
Staffing: Other (Describe in Comments)	\$ 600.00	\$ 0.00	\$ 600.00	Professional Fees

j. Total Direct Charges (Sum of a-i)	\$ 221,693.00	\$ 0.00	\$ 221,693.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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k. Indirect Costs (Administrative Costs)	\$ 22,169.00	\$ 81,287.00	\$ 103,456.00	
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l. Grand Total (Sum of j and k)	\$ 243,862.00	\$ 81,287.00	\$ 325,149.00	
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Source(s) of Match Dollars for State Funds:

Estimated Number of Persons to be Contacted: 1,000 Estimated Number of Persons to be Enrolled: 400

Estimated Number of Persons to be Contacted who are Literally Homeless: 320

Number staff trained in SOAR in grant year ending in 2023: 3 Number of PATH-funded consumers assisted through SOAR: 50

GRANT BUDGET SUMMARY				
Agency Name: Volunteer Behavioral Health Care System				
Program Code Name: PATH Combined				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$300,159.00	\$0.00	\$300,159.00
4, 15	Professional Fee, Grant & Award ²	\$4,200.00	\$0.00	\$4,200.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$13,834.00	\$0.00	\$13,834.00
11, 12	Travel, Conferences & Meetings ²	\$11,500.00	\$0.00	\$11,500.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$2,800.00	\$0.00	\$2,800.00
16	Specific Assistance To Individuals ²	\$4,000.00	\$0.00	\$4,000.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$500.00	\$0.00	\$500.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$33,699.00	\$0.00	\$33,699.00
24	In-Kind Expense ²	\$0.00	\$81,287.00	\$81,287.00
25	GRAND TOTAL	\$370,692.00	\$81,287.00	\$451,979.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET				
Agency Name: Volunteer Behavioral Health Care System				
Program Code Name: PATH Formula Grant SFY25				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$206,450.00	\$0.00	\$206,450.00
4, 15	Professional Fee, Grant & Award ²	\$600.00	\$0.00	\$600.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$8,393.00	\$0.00	\$8,393.00
11, 12	Travel, Conferences & Meetings ²	\$5,000.00	\$0.00	\$5,000.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$1,000.00	\$0.00	\$1,000.00
16	Specific Assistance To Individuals ²	\$200.00	\$0.00	\$200.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$50.00	\$0.00	\$50.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$22,169.00	\$0.00	\$22,169.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$243,862.00	\$0.00	\$243,862.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Volunteer Behavioral Health Care System
 Program Code Name: PATH Formula Grant SFY25
 Begin Date: 7/1/2024
 End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$158,808.00
Benefits and Taxes Budget	\$47,642.00
TOTAL	\$206,450.00

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Professional Fees	\$600.00
TOTAL	\$600.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies	\$1,093.00
Telephone	\$4,000.00
Occupancy	\$3,000.00
Equipment Rental and Maintenance	\$300.00
TOTAL	\$8,393.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$5,000.00
TOTAL	\$5,000.00

INSURANCE	AMOUNT
Insurance	\$1,000.00
TOTAL	\$1,000.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$200.00
TOTAL	\$200.00

OTHER NON-PERSONNEL	AMOUNT
Other Non-personnel	\$50.00
TOTAL	\$50.00

INDIRECT COST	AMOUNT
Indirect Cost	\$22,169.00
TOTAL	\$22,169.00

Agency Name: Volunteer Behavioral Health Care System

Program Code Name: PATH Formula Grant SFY25

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
PATH Coordinator	\$3,215	100.00%	12	\$38,580	30.00%	\$11,574
PATH Coordinator	\$3,333	100.00%	12	\$39,996	30.00%	\$11,999
PATH Coordinator	\$3,333	100.00%	12	\$39,996	30.00%	\$11,999
PATH SOAR Regional Coordinator	\$3,250	100.00%	12	\$39,000	30.00%	\$11,700
VP of Grant Services	\$10,300	1.00%	12	\$1,236	30.00%	\$371
TOTAL				\$158,808		\$47,642

GRANT BUDGET				
Agency Name: Volunteer Behavioral Health Care System				
Program Code Name: Local Match PATH				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$0.00	\$0.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$81,287.00	\$81,287.00
25	GRAND TOTAL	\$0.00	\$81,287.00	\$81,287.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Volunteer Behavioral Health Care System
 Program Code Name: Local Match PATH
 Begin Date: 7/1/2024
 End Date: 6/30/2025

IN-KIND EXPENSES	AMOUNT
In-kind Expenses	\$81,287.00
TOTAL	\$81,287.00

GRANT BUDGET				
Agency Name: Volunteer Behavioral Health Care System				
Program Code Name: PATH Grant Supplement				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN 7/1/2024 END: 6/30/2025				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$93,709.00	\$0.00	\$93,709.00
4, 15	Professional Fee, Grant & Award ²	\$3,600.00	\$0.00	\$3,600.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$5,441.00	\$0.00	\$5,441.00
11. 12	Travel, Conferences & Meetings ²	\$6,500.00	\$0.00	\$6,500.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$1,800.00	\$0.00	\$1,800.00
16	Specific Assistance To Individuals ²	\$3,800.00	\$0.00	\$3,800.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$450.00	\$0.00	\$450.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$11,530.00	\$0.00	\$11,530.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$126,830.00	\$0.00	\$126,830.00

¹ Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>) and CPO Policy 2013-007 (posted online at <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html>).

² Applicable detail follows this page if line-item is funded.

GRANT BUDGET LINE-ITEM DETAIL:

Agency Name: Volunteer Behavioral
Health Care System
Program Code Name: PATH Grant Supplemen
Begin Date: 7/1/2024
End Date: 6/30/2025

SALARIES, BENEFITS & TAXES	AMOUNT
Salaries Budget	\$77,508.00
Benefits and Taxes Budget	\$16,201.00
TOTAL	\$93,709.00

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Professional Fees	\$3,600.00
TOTAL	\$3,600.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies	\$941.00
Telephone	\$3,300.00
Occupancy	\$1,000.00
Equipment Rental and Maintenance	\$200.00
TOTAL	\$5,441.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel	\$6,500.00
TOTAL	\$6,500.00

INSURANCE	AMOUNT
Insurance	\$1,800.00
TOTAL	\$1,800.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Specific Assistance to Individuals	\$3,800.00
TOTAL	\$3,800.00

OTHER NON-PERSONNEL	AMOUNT
Other Non-personnel	\$450.00
TOTAL	\$450.00

INDIRECT COST	AMOUNT
Indirect Cost	\$11,530.00
TOTAL	\$11,530.00

Agency Name: Volunteer Behavioral Health Care System
Program Code Name: PATH Grant Supplement

Position Title	Monthly Salary	Percent of Month Working on Program	# of Months working	Salary Allocated for Program (C*D*E)	Taxes & Benefits as % of Salary	Taxes and Benefits allocated for Program (F*G)
PATH Case Manager	\$3,120	50.00%	12	\$18,720	8.00%	\$1,498
PATH Coordinator	\$3,538	100.00%	12	\$42,456	30.00%	\$12,737
PATH Case Manager	\$3,333	50.00%	1	\$1,667	8.00%	\$133
PATH Case Manager	\$3,333	50.00%	7	\$11,666	8.00%	\$933
Outreach Manager	\$5,000	5.00%	12	\$3,000	30.00%	\$900
TOTAL				\$77,508		\$16,201

Footnotes:

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

III. State Level Information

A. Operational Definitions

Term	Definition
Individual Experiencing Homelessness:	An individual experiencing homelessness is defined as an individual or family who lacks a fixed, regular, and adequate nighttime residence, such as those living in emergency shelters, transitional housing, or places not meant for habitation.
Imminent Risk of Becoming Homeless:	The definition of imminent risk of homelessness commonly includes one or more of the following criteria: an individual who has an annual income below 30 percent of median family income for the area, as determined by HUD, doubled-up living arrangements where the individual's name is not on a lease, living in a condemned building without a place to move, having arrears in rent/utility payments, receiving an eviction notice without a place to move, living in temporary or transitional housing that carries time limits, and/or being discharged from a health care or criminal justice institution without a place to live, no having sufficient resources or support networks available to prevent them from moving to an emergency shelter or place not meant for habitation.
Serious Mental Illness (SMI):	A serious mental illness refers to adults, 18 years of age or older, with a diagnosable mental health disorder of such severity that it impairs their personal life and their ability to function in daily living activities.
Co-occurring Disorders (COD):	Co-occurring disorders refer to individuals who have at least one serious mental illness and a substance use disorder. They may overlap or may be independent of one another.

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

III. State Level Information

B. Collaboration

Narrative Question:

Describe how the state will implement a collaborative relationship with the department/office responsible for providing housing to qualifying residents. Describe how PATH funds supporting care and treatment for individuals experiencing homelessness or individuals with serious mental illness who are marginally housed will be served such that there is coordination of service provision to address needs impacted by SMI and provision of permanent housing for those being served with grant funds is prioritized and assured.

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Footnotes:

Collaboration

The Office of Housing and Homeless Services has a close working relationship with the Tennessee Housing Development Agency (THDA). There continues to be a Statewide call coordinated with the Department of Mental Health and Substance Abuse Services, THDA, the Tennessee Department of Health, the Tennessee Department of Human Services, the Tennessee Emergency Management Agency and the lead agencies of each of the 10 HUD Continuums of Care in the state. The goal of these calls is to collaborate to discuss opportunities to efficiently optimize resources that may be available for homeless and at risk of homelessness individuals. In addition, there was a collaboration initiative started between HMIS leads and agency providers across the state. The joint effort has improved the working relationship between HMIS leads and agency providers to include them meeting with each other monthly to review HMIS and PATH data. There are collaboration efforts underway to establish working relationships with other PATH teams across the country to develop training opportunities for both direct support professionals and State PATH leads. The PATH programs are all housed in community-based agencies, most of which are mental health treatment organizations. Some of these organizations have a housing component to their array of available services. Additionally, the PATH program provider agencies are well connected to other service and care providing entities, including housing provider agencies, and they often partner with them to promote a comprehensive approach to the population's wellness and recovery. As a result, efforts are coordinated to ensure service recipients have greater access to a wider array of resources in the community. PATH program providers will continue to work with rental agencies, landlords, group homes, and housing authorities in their Regions to advocate for the mentally ill population. The Coordinated Entry Process prioritizes those with significant health or behavioral health challenges or functional impairments which require a significant level of support in order to maintain permanent housing. All PATH Providers are involved in their local COCs and serve on various committees, therefore are involved in the Coordinated Entry Process.

III. State Level Information

C. Veterans

Narrative Question:

Describe how the state gives consideration in awarding PATH funds to entities with demonstrated effectiveness in serving veterans experiencing homelessness.

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Footnotes:

Serving Veterans

PATH providers are encouraged to become aware of all the agencies and services in their communities that serve veterans. These include VA medical centers, local VA service offices, private, non-profit agencies that specialize in serving veterans, and other agencies that serve veterans. Several localities in Tennessee have also been successful in securing several VASH vouchers and Support Services for Veteran Families (SSVF) grants. As veterans are encountered through PATH outreach efforts, they are linked to these services as appropriate. PATH providers have identified where these can be accessed and are making referrals to access these resources for eligible PATH clients. PATH Providers continue to work with their local Continuum of Care organizations to end veteran homelessness. A way they identify homeless veterans is through the Coordinated Entry Process.

III. State Level Information

D. Alignment with PATH Goals

Narrative Question:

Describe how the services to be provided using PATH funds will target outreach and case management as priority services; including serving the most vulnerable adults who are **literally** and **chronically** homeless, and to individuals with a history of incarceration.

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Footnotes:

Alignment with PATH Goals

Tennessee's PATH provider contract includes a clause stating PATH workers' outreach efforts should show evidence each year of moving toward 80% of those enrolled in PATH being literally homeless. Year to date aggregate data indicates PATH providers continue to work to achieve this lofty goal. Techniques and sharing successes to better engage those literally and chronically homeless are major topics in Tennessee's annual PATH provider training. The contract and trainings further emphasize linking people enrolled in PATH to mainstream mental health services as soon as possible so that they can move on to engaging with other individuals who are experiencing homelessness with serious mental illness who have not yet been reached. Providers are regularly reminded in quarterly meetings and frequent email updates that the purpose of the PATH program is to engage the literally homeless with serious mental illness, to link them with mental health and housing services, and then begin disengagement. Providers are empowered to explore and expand their efforts in being able to engage more people that are currently homeless in an effort to maximize those served.

In addition, some PATH funds are allocated to specific assistance to support immediate needs for individuals receiving outreach and individuals enrolled in PATH, some of which are justice-involved. Currently, we have several PATH providers that have specific in reach days at their local jails. This continues to provide immediate services to those that are released from incarceration, so that they are connected with resources at the time of release.

TDMHSAS leverage SAMHSA's PATH technical Assistance funds to secure additional funding to produce and implement the 3rd annual Housing Homeless Services conference. It was during this 3rd year that were able to provide a larger conference spanning to a hybrid platform in which there were in person and virtual attendance opportunities. By having the conference in a hybrid

platform, it ensured access to re-entry and recovery housing training and education content to community members and stakeholders who would otherwise not be able to afford travel expenses to attend, or not have schedule bandwidth for such travel. This has further increased our partnerships with other community agencies and continues to allow our PATH providers to connect their service recipients with other resources.

III. State Level Information

E. Alignment with State Comprehensive Mental Health Services Plan

Narrative Question:

Describe how the services to be provided using PATH funds are consistent with the State Comprehensive Mental Health Services Plans.

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

Alignment with State Comprehensive Mental Health Services Plan

The Tennessee Department of Mental Health and Substance Abuse Services (TDMHSAS) manages Tennessee's Mental Health Block Grant, which incorporates a comprehensive plan for delivery of services to some of the most vulnerable people across the state. The TDMHSAS Division of Mental Health Services administers and supports a diverse array of services and supports for individuals of all ages living with mental illness, co-occurring disorders and/or serious emotional disturbances. This Division oversees community-based programs and community support services for a variety of needs, including homeless services. Homeless populations within Tennessee who are experiencing mental illness, substance abuse, or co-occurring (mental health and substance use) disorders have a variety of programs available to provide permanent supportive housing and other financial services to facilitate recovery, resiliency, and independence in the community and to promote increased access to behavioral health care. TDMHSAS' full span of programs and services help to address a wide array of needs in the behavioral health community, including but limited to peer wellness and recovery, employment, substance use treatment and recovery, reentry, crisis and suicide prevention, and children and families; each of these are accessible to individuals in Tennessee experiencing mental illness and or substance use disorder who are homeless or at risk of homelessness. Most of these programs geographically span a wide array of communities in the state, including many rural counties.

The PATH Formula Grant and the services provided as a result of its funding aligns with this plan in a way that enhances the spectrum of services to individuals experiencing mental illness and co-occurring disorders, and in a way that creates a portal for many individuals in this population to connect with services and supports to help manage their behavioral health needs while seeking independence and resiliency in the community. The PATH program in Tennessee has the primary objective to provide quality outreach efforts to individuals who are homeless or at risk for homelessness and facilitate opportunities for mental health, substance abuse, care coordination, and housing support services. Outreach and enrollment elements in the PATH program increase access to outpatient behavioral health care, housing opportunities and housing support services. Many of these opportunities and services exist within the programs indicated in Tennessee's Mental Health Block Grant plan, including the Behavioral Health Safety Net program (for access to evaluation, diagnostic, therapeutic intervention, case management, transportation, peer support, psychosocial rehabilitation, and psychiatric medication management services), Individual Placement and Support program (for supported employment services), and various housing and housing support programs.

Available housing and housing support services programs include, but are not limited to, Community Supportive Housing, Supportive Living, Supportive Recovery Housing, Supportive Reentry Housing, and Community Targeted Transitional Support. In the Community Supportive Housing program, staff is hired by contracted agencies to provide: on-site supervision for residents and as-needed supervision to non-supervised group homes and apartments; coordinate

outside activities for the residents; and work one-on-one to develop a housing plan that identifies the consumer's ideal housing goal and more independent living. Similarly, Supportive Recovery Housing and Supportive Reentry Housing utilizes the Permanent Supportive Housing model to provide wrap-around support services paired with quality, affordable housing for individuals in substance use recovery and individuals who are justice-involved, respectively. Community Supportive Housing, Supportive Recovery Housing, and Supportive Reentry Housing includes housing developed through the Creating Homes Initiative, a strategic plan to partner with local communities on a grassroots level to create permanent housing options for Tennesseans living with mental illness and/or substance use disorder. Supportive Living was developed in response to state legislation (T.C.A. 12-4-330) which directs TDMHSAS to reimburse eligible TDMHSAS-licensed facilities in 11 Tennessee counties to help offset the cost of providing housing services. Community Targeted Transitional Support provides specific, temporary financial assistance that allows eligible individuals to live independently in the community by providing funding for rental deposits, rental assistance, utility deposits, utility payments, eye care and dental care.

The services delivered within the PATH program in Tennessee complement the state's comprehensive plan to ensure a wide array of community-based services and supports are available and accessible to individuals experiencing behavioral health illness to help them achieve recovery, independence and resiliency in the community they live.

Alignment with State Plan to End Homelessness

The Tennessee State Plan to End Homelessness was developed by the Tennessee Interagency Council on Homelessness and aligns with the United States Interagency Council on Homelessness' plan, *Opening Doors*. The Tennessee Interagency Council on Homelessness was reconstituted from a similar council that had been inactive since 2009. In September 2015, Governor Bill Haslam signed Executive Order No. 49, appointing the Tennessee Department of Mental Health and Substance Abuse Services as lead administrator of the current

The Plan's goals:

- To end veteran and chronic homelessness by the end of 2017
- To end homelessness for families with children and youth by the end of 2020
- To end all other homelessness by the end of 2025

The TN Plan to End Homelessness is attached to this section of the PATH Application as well.

The State plan to end homelessness aligns with services to be provided using PATH funds. In the TDMHSAS Office of Housing and Homeless Services, we aim to support the housing needs of people living with mental illness as they find a new life in recovery. Through partnerships with local service providers, supportive communities, and tireless advocates, we're able to help people find stable living situations to support their recovery.

III. State Level Information

F. Process for Providing Public Notice

Narrative Question:

Describe the process for providing public notice to allow interested parties (e.g., family members; individuals who are PATH-eligible; mental health, substance use disorder, and housing agencies; the general public) to review the proposed use of PATH funds including any subsequent revisions to the application. Describe opportunities for these parties to present comments and recommendations prior to submission of the state PATH application to SAMHSA.

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Footnotes:

Providing Public Notice

The FFY 2024 plan is being made available on the TDMHSAS website for public comment prior to submission to SAMHSA. On the website the PATH Program, the service goals, expectations, and counties served are explained, as well as the Tennessee State PATH manual. All comments received will be reviewed and appropriate adjustments made to the PATH plan prior to submission. As of the date of this application there were no comments made. Comments suggesting appropriate adjustments received after the plan has been submitted to SAMHSA will be added through a request for revision to SAMHSA project officer.

III. State Level Information

G. Programmatic and Financial Oversight

Narrative Question:

Describe how the state will provide necessary programmatic and financial oversight of PATH-supported providers, such as site visits, evaluation of performance goals, audits, etc. In cases where the state provides funds through intermediary organizations (i.e., county agencies, regional behavioral health authorities), describe how these organizations will monitor the use of PATH funds.

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

Programmatic and Financial Oversight

The PATH project is coordinated at the state level by the Office of Housing and Homeless Services, Division of Mental Health Services, Tennessee Department of Mental Health and Substance Abuse Services. The Program Manager of this Office is responsible for program monitoring the PATH sites. This is accomplished through networking meetings of the project providers, monthly program data reports, and an annual program monitoring visit to each program site. The Performance measures have been developed for the PATH program, and at each site visit, the local PATH program is evaluated based upon these performance measures. These performance measures include outcomes-based performance measures, such as percentage of literally homeless served and increased emphasis on moving PATH enrollees to mainstream services and off PATH caseload sooner. Each of the programs is required to submit a monthly data report describing its activities and progress in meeting these measures. Fiscally, the PATH program is monitored the same way all state contract agencies are monitored. At least once every three years an on-site fiscal monitoring visit by TDMHSAS verifies back-up documentation including sources and appropriate expenditures of required local match. An annual independent fiscal audit also verifies agency compliance with accounting standards. Direct program costs are submitted on a quarterly financial report to support and verify monthly invoices. At the end of the state fiscal year, an annual report of actual expenditures and payments including match is submitted and reviewed by Fiscal Services staff and adjustments made as indicated before filing the annual PATH federal fiscal report. Finally, if significant anomalies in expected performance are noted that raise concerns about actual program delivery, a more thorough, onsite program review and corrective action process is implemented.

III. State Level Information

H. Selection of PATH Local-Area Providers

Narrative Question:

Describe the method(s) used to allocate PATH funds to areas and providers with the greatest number of individuals who experience homelessness with serious mental illnesses or co-occurring substance use disorders (i.e., through annual competitions, distribution by formula, data driven or other means).

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

Selection of PATH Local Providers

PATH funding is targeted to the eleven largest urban populations in the state while ensuring that all 10 Continua of Care regions have at least one PATH provider. Providers within each area were originally selected based on a sole-source provider process. Point in Time Count data indicate these more urban areas within each region have the largest populations of homeless individuals. The PATH providers attending Continua of Care meetings are alerted to specific needs within each CoC region and can shift their efforts as needed to newly recognized locations where increased homeless services are needed. The Coordinated Entry System has assisted in bridging gaps and provide more information on specific needs. The current vendors have demonstrated the capability to deliver effective services to those experiencing homelessness. In addition, training has been provided to all PATH providers on how better to serve special populations, including veterans who are homeless. Consumer and provider feedback and monitoring of monthly data reports leads to individual provider coaching during annual site visits where indicated. As increases in PATH funding become available, funds are distributed per greatest need as indicated by Point in Time Counts demonstrating the largest number of homeless individuals with serious mental illness and by providers who serve the greatest number of homeless or lowest average cost per person served.

After receiving feedback from SAMHSA in our statewide PATH program monitoring, a Notice of Funding Availability (NOFA) process is going to be implemented for the State FY2026. This process will aim to ensure that all ten Continua of Care regions have at least one PATH provider as well as the largest urban areas being targeted.

III. State Level Information

I. Location of Individuals with Serious Mental Illnesses or Co-Occurring Disorders who are Experiencing Homelessness

Narrative Question:

Indicate the number of individuals with SMI/COD experiencing homelessness by each region or geographic area of the entire state. Indicate how the numbers were derived and where the selected providers are located on a map.

FY 2024 PATH FOA Catalog No.: 93.150 FOA No.: SM-24-F2

Footnotes:

Location of Individuals with SMI Experiencing Homelessness

As of January 2023, Tennessee had an estimated 9,215 persons experiencing homelessness on any given day, as reported by Continuums of Care to the U.S. Department of Housing and Urban Development (HUD). Of that total, 1,600 were family households, 759 were Veterans, 540 were unaccompanied young adults (aged 18-24), and 1,988 were individuals experiencing chronic homelessness.

Current numbers of homeless persons with serious mental illness in Tennessee is estimated to be 2,057 (method described below), and 1,812 having a chronic substance abuse. The data is used to align placement and emphasis of PATH services with the location of the greatest indicated need. These numbers were calculated by the 2023 Point in Time Count. PATH worker participation in local Continua of Care meetings ensures they provide and receive up-to-date information on pockets of need within each CoC area to further focus their activities.

III. State Level Information

J. Matching Funds

Narrative Question:

Describe the sources of the required PATH match contributions and provide assurances that these contributions will be available at the beginning of the grant period.

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Footnotes:

Matching Funds

The source of the required match is the local provider with which the state contracts for PATH services. All the current PATH providers have completed and returned State FY2025 budgets indicating their willingness to continue providing this required local match. Providers invoice the state on a monthly basis requesting reimbursement for funds spent in the PATH program. This includes total expenses for the PATH program, identified through the separate invoicing of PATH Federal, PATH State, and PATH Match expenses. The agency does not receive federal PATH dollars without evidence of local match dollars being spent. State PATH funds further supplement this program but these state funds are not counted as required match and are generally not available until after the federal grant and matching requirement have been met.

III. State Level Information

K. Other Designated Fundings

Narrative Question:

Indicate whether the mental health block grant, substance use prevention, treatment, and recovery services block grant, or general revenue funds are designated specifically for serving eligible individuals.

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Footnotes:

Other Designated Funding

Within the Tennessee Department of Mental Health and Substance Abuse Services, the Mental Health Block Grant and the Substance Abuse Block Grants are not specifically targeted to serve individuals who are homeless and also have mental illness, although both may be used for this purpose. In past years, funds from state appropriations have supported homeless programs for adults and outreach efforts to at-risk children and youth in homeless families. This state-funded program also allows adults with mental illness who are caregivers of these children to be served by this program. These Children and Youth Homeless Outreach Project providers are required to have formal agreements for cross referrals with PATH providers. State appropriations are also specifically allocated to supplement the federal PATH grant and local match funded PATH services. Additionally, continued state-supported expansion of the SOAR program increases appropriate access to SSI and SSDI benefits for many homeless individuals and families. Linkages to supportive housing and rental assistance for homeless individuals and families through work of state-funded Regional Housing Facilitators and Consumer Housing Specialists occur in the Continua meetings and other local task forces. By linking PATH service recipients with mental health services, recipients gain access to other federal and state funded services such as health services at Federally Qualified Health Centers, Vocational Rehabilitation and Supported Employment, Veterans Affairs, and rental / utility assistance available through local Community Services Block Grant recipients and VA benefit programs. All PATH providers are required to participate in their local Continua of Care and many voluntarily serve on committees. These linkages assure outreach workers are coordinating with the variety of community resources for the homeless so they can link people with other state and federally funded services

and share the unmet needs they have identified through their outreach efforts with the service providers in an effort to expand the network of state and federally funded resources.

III. State Level Information

L. Data

Narrative Question:

Describe the state/territories' and providers' participation in HMIS and describe plans for continued training and how the state will support new local-area providers. For any providers not fully participating in HMIS, please include a transition plan with an accompanying timeline for collecting all PATH data in HMIS.

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Footnotes:

Data

Tennessee has 10 community-operated Continua of Care (CoC), each one of which operates its own HMIS. Among the 10, there are 4 different HMIS vendor systems. There are 7 PATH vendor agencies, one of which operates PATH programs in 3 different CoCs. Currently, 7 of the 7 agencies report PATH program data to their local HMIS. Therefore, all agencies are currently reporting PATH program data to their designated local HMIS.

Training of new employees on entering PATH data in HMIS will primarily be provided by existing PATH or other staff at the contract agency who have existing HMIS data entry access and through the local HMIS administrators. The state PATH office will assist as needed to clarify PATH data entry requirements and to link new PATH staff with other local homeless service providers using HMIS if agency staff are not available to assist with this training. In addition, this year the State PATH Contact has implemented monthly check ins with each PATH provider in regards to data being entered into HMIS. If there are underlying issues with data entry, a meeting is scheduled with the providers HMIS admin to address said issues. This has improved the quality of data being entered into HMIS.

III. State Level Information

M. Supplemental Security Income/Social Security Disability Insurance (SSI/SSDI) Outreach, Access, Recovery (SOAR)

Narrative Question:

Describe how the state encourages provider staff to be trained in SOAR. Indicate the number of PATH providers who have at least one trained SOAR staff. If the state does not use SOAR, describe state efforts to ensure client applications for mainstream benefits are completed, reviewed, and a determination made in a timely manner.

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Footnotes:

SOAR

The state encourages SOAR capacity at all PATH programs in several ways. At the state's annual PATH provider meeting, SOAR workers and their accomplishments are recognized and promoted. Three of the funded PATH Programs have a full time PATH worker to serve as the Regional Coordinator of the Supplemental Security Income/Social Security Disability Income (SSI/SSDI) Outreach, Access and Recovery (SOAR) program in the Mental Health Planning and Policy Regions they serve. Three of the other PATH programs have at least one SOAR trained case manager. The agency who does not complete SOAR applications has a signed MOU with a local agency who provide this service to PATH participants. Availability of SOAR in all PATH programs is monitored during the annual on-site monitoring visit and quarterly reporting.

SOAR Coordinators work with SOAR trained individuals, DDS, and SSA to ensure applications are being submitted correctly and timely. The SOAR Coordinators also provide quarterly meetings for SOAR trained individuals in their Regions to offer support, provide updates, and discuss successes and challenges.

III. State Level Information

N. PATH Eligibility and Enrollment

Narrative Question:

Describe how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented.

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Footnotes:

PATH Eligibility and Enrollment

PATH eligibility is determined by each provider agency identifying service recipients with the following qualifications: 18 years of age or an emancipated minor, diagnosed with a serious mental illness or co-occurring disorder, and be homeless, literally homeless, or at imminent risk of being homeless. Enrollment begins when the service recipient and the identified PATH provider have reached a collective point of engagement where there is mutual agreement that services will be provided. Further, the PATH provider has started an individual file for the service recipient that includes at least the following: basic demographical information for reporting, documentation by the provider of PATH eligibility, documentation by the provider of mutual agreement for the provision of services, and documentation of services provided. The State Department reviews client records to ensure eligibility and enrollment criteria are met during the Program Annual Monitoring visits.

PATH Reported Activities

Charitable Choice for PATH

Does your state use PATH funds to fund religiously-affiliated providers to provide substance use treatment services? Yes No

If "Yes" is selected please list providers in text box below and complete the rest of the table

Expenditure Period Start Date: Expenditure Period End Date:

Notice to Program Beneficiaries - Check all that apply

- Used model notice provided in final regulation.
- Used notice developed by State (please attach a copy to the Report).
- State has disseminated notice to religious organizations that are providers.
- State requires these religious organizations to give notice to all potential beneficiaries.

Referrals to Alternative Services - Check all that apply

- State has developed specific referral system for this requirement.
- State has incorporated this requirement into existing referral system(s).
- SAMHSA's Treatment Facility Locator is used to help identify providers.
- Other networks and information systems are used to help identify providers.
- State maintains record of referrals made by religious organizations that are providers.
- Enter total number of referrals necessitated by religious objection to other substance abuse providers ("alternative providers"), as defined above, made in previous fiscal year. Provide total only; no information on specific referrals required.

Brief description (one paragraph) of any training for local governments and faith-based and community organizations on these requirements.

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Footnotes: