

**SUBSTANCE ABUSE & MENTAL HEALTH SERVICES  
PROJECTED COST CENTER OPERATING AND CAPITAL BUDGET**

AGENCY: Intention Services Inc.

CONTRACT #: IS14

INITIAL: \_\_\_\_\_  
FINAL: \_\_\_\_\_

**PART I: PROJECTED FUNDING SOURCE**

FUNDING SOURCES & REVENUES	STATE DESIGNATED SAMH COST CENTERS								Non-SAMH Cost Center	Total Funding (F+G)			
	STATE SAMH-FUNDED COST CENTERS				Combined Programs								
	A	B <sub>1</sub>	B <sub>2</sub>	B <sub>3</sub>	B <sub>4</sub>	C <sub>1</sub>	D	E			F		
Assessment	B <sub>1</sub>	Outpatient	B <sub>2</sub>	HOS	B <sub>3</sub>	Medical Services	B <sub>4</sub>	Total for Combined Programs (B <sub>1</sub> +...+B <sub>4</sub> +C <sub>1</sub> )	Total for State Funded SAMH Cost Centers (C <sub>1</sub> +...+C <sub>4</sub> )	Total for Non-State Funded SAMH Cost Centers	Total for All State-Designated SAMH Cost Centers (D+E)	G	H

**IA. TOTAL STATE SAMH FUNDING**  
 (1) From the District funding this contract: \$ 3,844.48  
 (2) From Other Districts: \$ 5,148.18  
**TOTAL STATE SAMH FUNDING = \$ 8,992.66**

**IB. OTHER GOVT. FUNDING**  
 (1) Other State Agency Funding: \$ 548,809.84  
 (2) Medicaid: \$ 708,735.47  
 (3) Local Government: \$ 822,893.10  
 (4) Federal Grants and Contracts: \$ 718,987.88  
 (5) In-kind from local govt. only: \$ -  
**TOT. OTHER GOVT. FUNDING = \$ 2,799,406.27**

**IC. ALL OTHER REVENUES**  
 (1) 1st & 2nd Party Payments: \$ 12,483.17  
 (2) 3rd Party Payments (except Medicare): \$ 104,944.88  
 (3) Medicare: \$ -  
 (4) Contributions and Donations: \$ 130,483.84  
 (5) Other: \$ 1,723,438.88  
 (6) In-kind: \$ -  
**TOT. ALL OTHER REVENUES = \$ 1,971,358.88**

**TOTAL PROJECTED FUNDING = \$ 5,663,766.41**

PROJECTED COST CENTER OPERATING AND CAPITAL BUDGET

INITIAL: \_\_\_\_\_  
FINAL: \_\_\_\_\_

**PART II: PROJECTED EXPENSES**

EXPENSE CATEGORIES	STATE DESIGNATED SAMH COST CENTERS															
	Combined Programs					Total for State Funded SAMH Cost Centers (C+D)					Total for Non-State Funded SAMH Cost Centers (E)	Total for All State-Designated SAMH Cost Centers (D+E)	Non-SAMH Cost Center (G)	Other Support Costs (optional) (H)	Administration (F)	Total Expenses (F+G+H+I)
	B1-a	B1-b	B1-c	B1-d	C1	D	E	F	G	H	F					J

**IIA. PERSONNEL EXPENSES**

(1) Salaries	\$ 289,428.10	\$ 360,792.66	\$ 414,856.94	\$ 63,814.66	\$ 1,108,891.26	\$ 1,108,891.26	\$ 3,203,785.87	\$ 400,142.00	\$ 464,181.61		\$ 341,704.48	\$ 4,654,181.61
(2) Fringe Benefits	\$ 61,988.48	\$ 82,282.31	\$ 95,418.64	\$ 15,203.66	\$ 256,271.28	\$ 256,271.28	\$ 764,962.55	\$ 96,000.00	\$ 1,060,962.55		\$ 132,204.48	\$ 1,193,167.03
<b>TOTAL PERSONNEL EXPENSES =</b>	<b>\$ 351,416.58</b>	<b>\$ 443,074.97</b>	<b>\$ 510,275.58</b>	<b>\$ 79,018.32</b>	<b>\$ 1,365,162.54</b>	<b>\$ 1,365,162.54</b>	<b>\$ 3,968,748.42</b>	<b>\$ 192,142.00</b>	<b>\$ 4,714,310.46</b>		<b>\$ 473,908.96</b>	<b>\$ 5,188,219.49</b>

**IIIB. OTHER EXPENSES**

(1) Building Occupancy	\$ 46,380.00	\$ 52,833.00	\$ 57,822.00	\$ 37,960.95	\$ 194,805.95	\$ 194,805.95	\$ 582,872.00	\$ 200,000.00	\$ 782,872.00		\$ 375,810.32	\$ 1,158,682.32
(2) Professional Services	\$ 12,965.00	\$ 13,548.29	\$ 15,434.80	\$ 15,011.81	\$ 60,760.00	\$ 60,760.00	\$ 184,982.34	\$ 27,750.92	\$ 212,733.26		\$ 2,484.73	\$ 215,218.00
(3) Travel	\$ 3,544.00	\$ 4,432.00	\$ 4,877.00	\$ 2,873.00	\$ 15,628.00	\$ 15,628.00	\$ 48,000.00	\$ 48,000.00	\$ 96,000.00		\$ 478.00	\$ 143,878.00
(4) Equipment	\$ 2,041.06	\$ 2,895.00	\$ 3,189.34	\$ 570.00	\$ 8,400.00	\$ 8,400.00	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00		\$ -	\$ 75,000.00
(5) Food Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
(6) Medical and Pharmacy	\$ 35,128.48	\$ 45,370.35	\$ 52,630.18	\$ 418,745.00	\$ 522,872.00	\$ 522,872.00	\$ 1,574,467.00	\$ 200,000.00	\$ 1,774,467.00		\$ -	\$ 1,774,467.00
(7) Subcontracted Services	\$ 17,677.00	\$ 21,404.82	\$ 31,071.51	\$ 34,829.00	\$ 104,982.34	\$ 104,982.34	\$ 312,712.26	\$ 7,982.04	\$ 320,694.30		\$ -	\$ 328,676.34
(8) Insurance	\$ 6,124.65	\$ 7,327.67	\$ 9,733.72	\$ 3,353.92	\$ 28,439.66	\$ 28,439.66	\$ 85,000.00	\$ 85,000.00	\$ 170,000.00		\$ -	\$ 255,000.00
(9) Material Paid	\$ 13,424.43	\$ 14,920.31	\$ 17,352.06	\$ 11,888.69	\$ 58,002.46	\$ 58,002.46	\$ 175,000.00	\$ 175,000.00	\$ 350,000.00		\$ -	\$ 525,000.00
(10) Operating Supplies & Expenses	\$ 10,925.00	\$ 13,800.00	\$ 16,302.00	\$ 14,822.00	\$ 55,846.00	\$ 55,846.00	\$ 168,545.37	\$ -	\$ 168,545.37		\$ -	\$ 168,545.37
(11) Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
(12) Donated Items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
<b>TOTAL OTHER EXPENSES =</b>	<b>\$ 148,246.22</b>	<b>\$ 176,131.54</b>	<b>\$ 208,716.81</b>	<b>\$ 541,031.37</b>	<b>\$ 1,074,127.73</b>	<b>\$ 1,074,127.73</b>	<b>\$ 3,500,876.89</b>	<b>\$ 500,876.89</b>	<b>\$ 4,001,753.78</b>		<b>\$ 457,784.63</b>	<b>\$ 4,459,538.41</b>

**IIIC. DISTRIBUTED INDIRECT COSTS**

(a) Other Support Costs (Optional)	\$ 76,743.16	\$ 90,183.04	\$ 115,038.26	\$ 99,287.05	\$ 290,866.46	\$ 290,866.46	\$ 882,732.92	\$ 290,866.46	\$ 1,173,599.38		\$ 570,559.87	\$ 1,744,159.25
(b) Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
<b>TOT. DISTRIBUTED INDIRECT COSTS =</b>	<b>\$ 76,743.16</b>	<b>\$ 90,183.04</b>	<b>\$ 115,038.26</b>	<b>\$ 99,287.05</b>	<b>\$ 290,866.46</b>	<b>\$ 290,866.46</b>	<b>\$ 882,732.92</b>	<b>\$ 290,866.46</b>	<b>\$ 1,173,599.38</b>		<b>\$ 570,559.87</b>	<b>\$ 1,744,159.25</b>

**IIID. UNALLOWABLE COSTS**

UNALLOWABLE COSTS	\$ 1,948.00	\$ 2,188.50	\$ 3,402.50	\$ 1,400.00	\$ 8,950.00	\$ 8,950.00	\$ -	\$ -	\$ -		\$ -	\$ -
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**IIIE. TOTAL SAMH LINES OF CREDIT EQUIVALENT =**

TOTAL ALLOWABLE PROJ. OPERATING EXP. Excluding SAMH Credit Equivalent =	\$ 558,387.94	\$ 719,891.56	\$ 834,027.58	\$ 719,837.64	\$ 2,829,344.73	\$ 2,829,344.73	\$ 2,780,056.77	\$ 4,774,485.53	\$ -	\$ -	\$ -	\$ -
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**IIIF. CAPITAL EXPENDITURES**

CAPITAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
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**IIIG. BUDGET NARRATIVE** (attach separate set of worksheets)

**PART III: CERTIFICATION**  
I certify the above to be a true and correct copy of the records and data of this agency's contract with the department.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_



SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES  
PERSONNEL DETAIL RECORD

AGENCY: Intervention Servi

DATE PREPARED: 7/22/2013

CONTRACT #: 15114

BUDGET PERIOD: 07/01/12 to 06/30/13

INITIAL: ISL/LL

FINAL: ISL/LL

DESIGNATED SAMH COST C

STATE SAMH-FUNDED COST C

POSITION TITLE / NUMBER	Direct Serv. Deliv. (D.S.D.) Designation (Match with x)	Position		Asst		Non-SAMH Cost Center		Administration			TOTALS			
		FTE	Annual Salary Cost	FTE	Salary	FTE	Salary	FTE	Salary	FTE	DSD	Salary		
Director of Development		0.0	\$50,430.00	0.0	\$0.00	0.0	\$0.00	1	1.0	\$50,430.00	100%	0.0	1.0	\$50,430.00
Resource Specialist		0.0	\$4,264.00	0.0	\$0.00	0.0	\$0.00	1	0.2	\$4,264.00	100%	0.0	0.2	\$4,264.00
Finance Assistant		0.0	\$26,095.48	0.0	\$0.00	0.0	\$0.00	1	1.0	\$26,095.48	100%	0.0	1.0	\$26,095.48
Director of Finance		0.0	\$64,575.00	0.0	\$0.00	0.0	\$0.00	1	1.0	\$64,575.00	100%	0.0	1.0	\$64,575.00
Director of Human Resources		0.0	\$50,430.00	0.0	\$0.00	0.0	\$0.00	1	1.0	\$50,430.00	100%	0.0	1.0	\$50,430.00
Human Resources Assistant		0.0	\$24,960.00	0.0	\$0.00	0.0	\$0.00	1	1.0	\$24,960.00	100%	0.0	1.0	\$24,960.00
Executive Director		0.0	\$120,950.00	0.0	\$0.00	0.0	\$0.00	1	1.0	\$120,950.00	100%	0.0	1.0	\$120,950.00
Director of Outpatient Services		1.0	\$66,625.00	0.4	\$29,315.00	0.4	\$29,315.00	0.0	0.0	\$0.00	100%	1.0	1.0	\$66,625.00
Program Coordinator		2.0	\$59,320.85	1.0	\$29,680.43	1.0	\$29,680.43	0.0	0.0	\$0.00	100%	2.0	2.0	\$59,320.85
Compliance Specialist		5.0	\$119,392.00	3.0	\$70,441.28	3.0	\$70,441.28	0.0	0.0	\$0.00	100%	5.0	5.0	\$119,392.00
Referral Coordinator		2.0	\$45,180.98	1.0	\$23,042.90	1.0	\$23,042.90	0.0	0.0	\$0.00	100%	2.0	2.0	\$45,180.98
Clinical Supervisor		1.0	\$49,200.00	0.6	\$31,488.00	0.6	\$31,488.00	0.0	0.0	\$0.00	100%	1.0	1.0	\$49,200.00
Asst. Director of Operations		0.0	\$79,950.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$79,950.00
Director of Quality		0.0	\$51,250.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$51,250.00
Program Manager		4.0	\$177,591.50	2.9	\$126,977.92	2.9	\$126,977.92	0.0	0.0	\$0.00	100%	4.0	4.0	\$177,591.50
Adoption Support Coordinator		0.0	\$124,659.48	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	3.0	\$124,659.48
Administrative Assistant		0.0	\$26,650.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$26,650.00
Care Specialist		0.0	\$26,117.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$26,117.00
Clinic Coordinator		3.0	\$64,471.48	1.9	\$40,617.03	1.9	\$40,617.03	0.0	0.0	\$0.00	100%	3.0	3.0	\$64,471.48
Recruiter/Trainer		0.0	\$37,152.15	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$37,152.15
Support Coordinator		0.0	\$80,184.26	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	3.0	\$80,184.26
Lead Licensing & Training Coordinator		0.0	\$38,348.33	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	3.0	\$38,348.33
Director of Child Welfare		0.0	\$47,150.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$47,150.00
Clinicians		58.0	\$2,236,698.96	36.5	\$1,409,120.35	36.5	\$1,409,120.35	0.0	0.0	\$0.00	100%	58.0	58.0	\$2,236,698.96
Licensed Mental Health Clinical Staff		0.0	\$40,743.75	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$40,743.75
Designated Mental Health Authority		0.0	\$86,612.50	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	2.0	\$86,612.50
Lead Designated Mental Health Authority		0.0	\$47,278.13	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$47,278.13
Mental Health Clinical Staff		0.0	\$143,008.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	3.5	\$143,008.00
Filing Assistant		0.5	\$10,660.00	0.1	\$1,812.20	0.1	\$1,812.20	0.0	0.0	\$0.00	100%	0.5	0.5	\$10,660.00
IL Supervisor		0.0	\$41,000.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$41,000.00
IL/Educational Specialist		0.0	\$503,170.45	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	14.5	\$503,170.45
Licensing Coordinator		0.0	\$72,445.98	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	2.0	\$72,445.98
Outreach Specialist		0.0	\$31,980.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$31,980.00
Maintenance		0.0	\$18,122.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	0.5	\$18,122.00
Life Skills Specialist		0.0	\$25,584.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	0.0	1.0	\$25,584.00
Primary Clinician		1.0	\$42,025.00	0.0	\$0.00	0.0	\$0.00	0.0	0.0	\$0.00	100%	1.0	1.0	\$42,025.00
TOT. GROSS FTE / TOT. GROSS SALARIES =		124.2	\$4,734,276.25	87.9	\$3,283,880.51	87.9	\$3,283,880.51	XXXX	6.2	\$341,704.48	XXXX	124.2	\$4,734,276.25	
D.S.D. FTE only =		77.5	XXXXXX	47.4	XXXXXX	47.4	XXXXXX	XXXX	XXXX	XXXXXX	XXXX	77.5	XXXXXX	
LAPSE FACTOR % =		XXXX	XXXXXXXXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXXXX	XXXX	XXXX	XXXXXXXXXX	
less LAPSE AMOUNT (D.S.D. FTE only & SALARY \$(9) =		XXXX	XXXXXXXXXX	0.0	\$0.00	0.0	\$0.00	XXXX	XXXX	\$0.00	XXXX	XXXX	XXXXXXXXXX	
TOTAL NET D.S.D. FTE / TOTAL NET SALARIES =		XXXX	XXXXXXXXXX	47.425	\$3,283,880.51	47.425	\$3,283,880.51	XXXX	XXXX	\$341,704.48	XXXX	77.5	\$4,734,276.25	

**SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES  
AGENCY CAPACITY REPORT**

AGENCY: Intervention Services, Inc.  
CONTRACT #: IS114

DATE PREPARED: 7/22/2013  
BUDGET PERIOD: 07/01/12 to 06/30/13

INITIAL: x  
FINAL:     

STATE-DESIGNATED SAMH COST CENTERS a - e. DATA CATEGORIES	TOTAL AGENCY B	PROGRAMS			
		Mental Health C	Substance Abuse D	Child/Adolescent Mental Health E	Substance Abuse F
<b>1. Assessment</b>					
a. Number of Direct Service Delivery FTE's	7.21				
b. Available Units (Contact Hours)	14996.8				
c. Minimum Units (Contact Hours)	7736.84912				
d. Total Cost	\$ 556,387.94	\$	\$	\$	\$
e. Unit Cost Rate per Contact Hour	71.9140224	\$	\$	\$	\$
<i>(e = d divided by c)</i>					
<b>8. In-Home and On-Site Services</b>					
a. Number of Direct Service Delivery FTE's	11.01				
b. Available Units (Dir. Staff Hours)	22900.8				
c. Minimum Units (Dir. Staff Hours)	13783.99152				
d. Total Cost	\$ 834,027.59	\$	\$	\$	\$
e. Unit Cost Rate per Dir. Staff Hour	60.50697175	\$	\$	\$	\$
<i>(e = d divided by c)</i>					
<b>12. Medical Services</b>					
a. Number of Direct Service Delivery FTE's	2.205				
b. Available Units (Contact Hours)	4586.4				
c. Minimum Units (Contact Hours)	2366.12376				
d. Total Cost	\$ 719,837.64	\$	\$	\$	\$
e. Unit Cost Rate per Contact Hour	304.2265388	\$	\$	\$	\$
<i>(e = d divided by c)</i>					
<b>14. Outpatient</b>					
a. Number of Direct Service Delivery FTE's	9.65				
b. Available Units (Contact Hours)	20072				
c. Minimum Units (Contact Hours)	10355.1448				
d. Total Cost	\$ 719,091.56	\$	\$	\$	\$
e. Unit Cost Rate per Contact Hour	69.44292628	\$	\$	\$	\$
<i>(e = d divided by c)</i>					