

INTEGRATED PLAN BUDGET INSTRUCTION MANUAL

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BACKGROUND

The County Three Year Integrated Plan (IP) was established under the Behavioral Health Services Act (BHSA) under SB 326 to help plan and report processes across county behavioral health programs. It combines requirements from multiple BHSA components such as Housing Interventions, Full-Service Partnership (FSP), and Behavioral Health Support Services (BHSS) into a single document. Counties will be required to develop and submit an IP that incorporates stakeholder input, state priorities, budgets, timelines, and [BHSA policy manual](#) requirements. As part of the IP, each county is required to submit a budget to describe how the county will spend behavioral health dollars for all funding sources.

PURPOSE

This instruction manual is intended to serve as a guide to help counties develop and submit the BHSA IP Budget. It builds on the IP Budget Template's instructions and provides standardized step-by-step instructions, timelines, and requirements to ensure county IP budgets are consistent with the [BHSA policy manual](#).

GENERAL INSTRUCTIONS

This document provides instructions to Counties for completing the BHSA IP Budget Template, utilizing all required worksheets. When preparing the BHSA IP Budget, Counties must comply, and must ensure their providers comply, with all applicable conditions for each source of funding, as defined in applicable laws, regulations, and guidance, including the [BHSA policy manual](#). Counties will promote access to care through efficient use of state and county resources as outlined in Chapter 6, Section C of the [BHSA Policy Manual](#), including requiring BHSA-funded providers to bill appropriately for services covered by the county's Medi-Cal Behavioral Health Delivery System and make a good faith effort to seek reimbursement from Medi-Cal managed care plans and commercial health insurance. These policies apply only to non-Housing services that are eligible for both BHSA funding and another funding source, such as Medi-Cal payment, commercial payment, etc.

This document is organized into sections with instructions for each worksheet in the IP Budget Template. Throughout the workbook, cell inputs will require one of the following:

- Manual entry by county.
- Checkbox for services.
- No data entry. Cells shaded gray do not require data entry because the cell contains a formula or data entry is not applicable for that cell.

This document and the IP Budget Template workbook use the terms “expenditures” and “costs” interchangeably.

Counties should complete the workbook in the following order:

Steps to complete workbook	Overview
Step 1: Complete the County Expenditures worksheets (worksheets 1, 2, and 3).	The information provided on worksheets 1, 2, and 3 automatically links to other worksheets in the budget. Counties must provide information in these worksheets non county expenditures, services, and funding sources.
Step 2: Complete worksheet 4, BHSA Transfers.	Counties must report all planned funding transfers and requested Housing Intervention Component Exemption 1.
Step 3: Complete each BHSA component worksheets (worksheets 5, 6, and 7).	Counties must report their projected expenditures by BHSA component for their BHSA component allocation, federal financial participation, and all other non-BHSA funding sources.
Step 4: Complete worksheet 8, BHSA Plan Administration.	Counties must report their projected spending for BHSA Plan Administration.

Steps to complete workbook	Overview
Step 5: Review worksheet 9, Prudent Reserve (PR) Assessment.	This worksheet will be auto-populated based on information related to the PR entered by the county on previous worksheets. Please review the information to ensure it is correct.
Step 6: Review worksheet 10, BHSA Summary.	This worksheet will be auto-populated based on worksheets 1-9. Please review the information to ensure everything is correct.

1. BEHAVIORAL HEALTH CARE CONTINUUM

Behavioral Health Care Continuum Overview

The Behavioral Health Care Continuum will be used to report the following information:

- The types of services that the county will provide.
- Total projected expenditures for all behavioral health funding sources, not only BHSA funds.
- Total projected expenditures by plan year on Substance Use Disorder (SUD), Mental Health (MH), and Housing Services for Adults/Older Adults.
- Total projected expenditures by plan year on SUD, MH, and Housing Services for Children/Youth (under 21).
- Total projected number of Adults/Older Adults and Children/Transitional Age Youth (TAY) that will be served annually for each of the service categories listed.

The county will enter information under the **Substance Use Disorder Services, Mental Health Services**, and **Housing Services (MH + SUD) headers. Total Projected Expenditures and Individuals Served** will be auto-populated.

Behavioral Health Care Continuum Instructions

For a list of all funding sources to be included in Behavioral Health Care Continuum, please refer to the [BHSA policy manual](#) Chapter 3, Section A.

Substance Use Disorder Services

This section will provide the projected expenditures for the different types of SUD services in years 1, 2, and 3 for Adults/Older Adults and Children/TAY. Counties will also be required to report the projected number of Adults/Older Adults and Children/Youth to be served for each of the types of services listed. The screenshot below highlights the area you should complete for this section in worksheet 1 of the IP Budget Template.

Table One: Behavioral Health Care Continuum Projected Expenditures										
	Services Are Provided in County	Total Projected Expenditures On Adults and Older Adults			Total Projected Expenditures on Children/Youth (under 21)			Projected Individuals to be Served Annually (May be duplicated)		
		Year One	Year Two	Year Three	Year One	Year Two	Year Three	Eligible Adults and Older	Eligible Children/TAY	
Substance Use Disorder (SUD) Services										
Primary Prevention Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#	#
Early Intervention Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#	#
Outpatient Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#	#
Intensive Outpatient Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#	#
Crisis and Field-Based Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#	#
Residential Treatment Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#	#
Inpatient Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#	#

Row 26-32 Substance User Disorder (SUD) Services:

Column C: Please check the box if the category of SUD services is being provided in the county (through county-operated and/or county-contracted provider).

Column D: Please enter the projected Expenditures in Year 1 for Adults and Older Adults.

Column E: Please enter the projected Expenditures in Year 2 for Adults and Older Adults.

Column F: Please enter the projected Expenditures in Year 3 for Adults and Older Adults.

Column G: Please enter the projected Expenditures in Year 1 for Children/Youth (under 21).

Column H: Please enter the projected Expenditures in Year 2 for Children/Youth (under 21).

Column I: Please enter the projected Expenditures in Year 3 for Children/Youth (under 21).

Column J: Please enter the projected number of Eligible Adults and Older Adults to be served under the category of SUD services annually.

Column K: Please enter the projected number of individuals to be served for Primary Prevention Services under SUD for Children/TAY.

Mental Health Services

This section will provide the projected expenditures for the different types of MH services in years 1, 2, and 3 for Adults/Older Adults and Children/TAY. Counties will also be required to report the projected number of Adults/Older Adults and Children/TAY to

be served for each of the types of services listed. The screenshot below highlights the area you should complete for this section in worksheet 1 of the IP Budget Template.

		Year One	Year Two	Year Three	Year One	Year Two	Year Three	Eligible Adults and Older	Eligible Children/TAY
Substance Use Disorder (SUD) Services									
Primary Prevention Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Early Intervention Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Outpatient Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Intensive Outpatient Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Crisis and Field-Based Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Residential Treatment Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Inpatient Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Mental Health (MH) Services									
Primary Prevention Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Early Intervention Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Outpatient and Intensive Outpatient Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Crisis Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Residential Treatment Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Hospital and Acute Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#
Subacute and Long-Term Care Services	<input type="checkbox"/>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#

Row 34-40 Mental Health Services:

Column C: Please check the box if the category of Mental Health services are being provided in the county (through county-operated and/or county-contracted provider).

Column D: Please enter the projected Expenditures in Year 1 for Adults and Older Adults.

Column E: Please enter the projected Expenditures in Year 2 for Adults and Older Adults.

Column F: Please enter the projected Expenditures in Year 3 for Adults and Older Adults.

Column G: Please enter the projected Expenditures in Year 1 for Children/Youth (under 21).

Column H: Please enter the projected Expenditures in Year 2 for Children/Youth (under 21).

Column I: Please enter the projected Expenditures in Year 3 for Children/Youth (under 21).

Column J: Please enter the projected number of Eligible Adults and Older Adults to be served for the category of mental health services.

Column K: Please enter the projected number of Children/TAY to be served for the category of mental health services.

Housing Services

This section will provide the projected expenditures for the different types of Housing services in years 1, 2, and 3 for Adults/Older Adults and Children/TAY. Counties will also be required to report the number of projected individuals, Adults/Older Adults and

Children/TAY to be served for the services listed. The screenshot below highlights the area you should complete for this section in worksheet 1 of the IP Budget Template.

Mental Health (MH) Services										
Primary Prevention Services	<input type="checkbox"/>	\$	-	\$	-	\$	-	\$	-	#
Early Intervention Services	<input type="checkbox"/>	\$	-	\$	-	\$	-	\$	-	#
Outpatient and Intensive Outpatient Services	<input type="checkbox"/>	\$	-	\$	-	\$	-	\$	-	#
Crisis Services	<input type="checkbox"/>	\$	-	\$	-	\$	-	\$	-	#
Residential Treatment Services	<input type="checkbox"/>	\$	-	\$	-	\$	-	\$	-	#
Hospital and Acute Services	<input type="checkbox"/>	\$	-	\$	-	\$	-	\$	-	#
Subacute and Long-Term Care Services	<input type="checkbox"/>	\$	-	\$	-	\$	-	\$	-	#
Housing Services (MH + SUD)										
Housing Intervention Component Services	<input type="checkbox"/>	\$	-	\$	-	\$	-	\$	-	#
Total Projected Expenditures and Individuals Served										
Total Projected Expenditures and Individuals Served (auto-populated)		-	\$	-	\$	-	\$	-	\$	0

Row 42, Housing Intervention Component Services:

Column C: Please check the box if Housing Intervention Component Services are being provided in the county (through county-operated and/or county-contracted provider).

Column D: Please enter the projected Expenditures in Year 1 for Adults and Older Adults.

Column E: Please enter the projected Expenditures in Year 2 for Adults and Older Adults.

Column F: Please enter the projected Expenditures in Year 3 for Adults and Older Adults.

Column G: Please enter the projected Expenditures in Year 1 for Children/Youth (under 21).

Column H: Please enter the projected Expenditures in Year 2 for Children/Youth (under 21).

Column I: Please enter the projected Expenditures in Year 3 for Children/Youth (under 21).

Column J: Please enter the projected number of individuals to be served for Housing Intervention Component Services for Eligible Adults and Older Adults.

Column K: Please enter the projected number of individuals to be served for Housing Intervention Component Services for Children/TAY.

Total Projected Expenditures and Individuals Served

This section will auto-populate the total projected expenditures for all services in the BH Care Continuum in years 1, 2 and 3 for Adults/Older Adults, and Children/TAY. The total number of projected Adults/Older Adults and Children/TAY to be served across the Behavioral Health Care Continuum will also be auto-populated.

Row 44, Projected Expenditures and Individuals Served:

No Entry. This will be auto-populated from the information above.

2. OTHER COUNTY EXPENDITURES

Other County Expenditures Overview

Counties shall report their planned expenditures for services and activities, other than those that are included in the Behavioral Health Care Continuum (Table 1). This tab will be used to report the following information:

- a. Total projected expenditures for all behavioral health funding sources, not only funds under BHSA.
- b. Estimated total expenditures for the Integrated Plan period across all behavioral health funding sources and programs for each category listed for years 1, 2, and 3.

The county will complete **Table Two: Other County Expenditures**. Please complete this section before moving on to tab 3.

Other County Expenditures Instructions

For a list of all funding sources to be included in Behavioral Health Care Continuum please refer to the [BHSA policy manual](#) Chapter 3, Section A. The screenshot below highlights the area you should complete for this section in worksheet 2 of the IP Budget template

Table Two: Other County Expenditures			
Other Expenditures	Total Projected Expenditures		
	Year One	Year Two	Year Three
Capital Infrastructure Activities	\$ -	\$ -	\$ -
Workforce Investment Activities	\$ -	\$ -	\$ -
Quality & Accountability, Data Analytics, and Plan Management & Administrative Activities (including indirect administrative activities)	\$ -	\$ -	\$ -
Other County Behavioral Health Agency Services/Activities (e.g., Public Guardian, CARE Act, LPS Conservatorships, DSH for Housing, Court Diversion Programs)	\$ -	\$ -	\$ -

Row 19, Capital Infrastructure Activities: Please enter the total projected expenditures for years 1, 2, and 3 in columns C, D, and E for Capital Infrastructure activities.

Row 20, Workforce Investment Activities: Please enter the total projected expenditures for years 1, 2, and 3 in columns C, D, and E for Workforce Investment Activities.

Row 21, Quality & Accountability, Data Analytics, and Plan Management & Administrative Activities (including indirect administrative activities): Please enter the total projected expenditures for years 1, 2, and 3 in columns C, D, and E for Quality & Accountability, Data Analytics, and Plan Management & Administrative Activities (including indirect administrative activities).

Row 22, Other County Behavioral Health Agency Services/Activities (e.g., Public Guardian, CARE Act, LPS Conservatorships, DSH for Housing, and Court Diversion Programs): Please enter the total projected expenditures for years 1, 2, and 3 in columns C, D, and E for Other County Behavioral Health Agency Services/Activities (e.g., Public Guardian, CARE Act, LPS Conservatorships, DSH for Housing, and Court Diversion Programs).

Row 23, Total Projected Expenditures: No Entry. This row will be auto-populated with the information provided above.

3. TOTAL COUNTY BH EXPENDITURES

Total County BH Expenditures Overview

Counties shall report their planned revenue to support all behavioral health services and programs by funding source. This tab will be used to report the following information:

- a. Estimated projected expenditures for the Integrated Plan period for each of the funding sources/programs listed for years 1, 2, and 3.

The county will complete **Table Three: Projected Annual Expenditures by County BH Funding Source**. Please complete this section before moving on to tab 4.

Total County BH Expenditures Instructions

The screenshot below highlights the area the county will complete should complete for rows 19-34 in worksheet 3 of the IP Budget template

Table Three: Projected Annual Expenditures by County BH Funding Source			
	Total Annual Projected Expenditures (Year One)	Total Annual Projected Expenditures (Year Two)	Total Annual Projected Expenditures (Year Three)
BHSA	\$ -	\$ -	\$ -
1991 Realignment (Bronzan-McCorquodale Act)	\$ -	\$ -	\$ -
2011 Realignment (Public Safety Realignment)	\$ -	\$ -	\$ -
State General Fund	\$ -	\$ -	\$ -
FFP (SMHS, DMC/DMC-ODS, NSMHS)	\$ -	\$ -	\$ -
Projects for Assistance in Transition from Homelessness (PATH)	\$ -	\$ -	\$ -
Community Mental Health Block Grant (MHBG)	\$ -	\$ -	\$ -
Substance Use Block Grant (SUBG)	\$ -	\$ -	\$ -
Commercial Insurance	\$ -	\$ -	\$ -
County General Fund	\$ -	\$ -	\$ -
Opioid Settlement Funds	\$ -	\$ -	\$ -
Other Funding Sources	Total Annual Projected Expenditures (Year One)	Total Annual Projected Expenditures (Year Two)	Total Annual Projected Expenditures (Year Three)
Other federal grants	\$ -	\$ -	\$ -
Other state funding (including DSH funding)	\$ -	\$ -	\$ -
Other county mental health or SUD funding	\$ -	\$ -	\$ -
Other foundation funding	\$ -	\$ -	\$ -

Row 19, BHSA: Enter the total annual projected expenditures for the BHSA funding source for years 1, 2, and 3 in columns C, D, and E.

Row 20, 1991 Realignment (Bronzan-McCorquodale Act): Enter the total annual projected expenditures for the 1991 Realignment funding source for years 1, 2, and 3 in columns C, D, and E.

Row 21, 2011 Realignment (Public Safety Realignment): Enter the total annual projected expenditures for the 2011 Realignment funding source for years 1, 2, and 3 in columns C, D, and E.

Row 22, State General Fund: Enter the total annual projected expenditures for the State General fund (including funds received for the non-federal share of Medi-Cal payments) for years 1, 2, and 3 in columns C, D, and E.

Row 23, FFP (SMHS, DMC/DMC-ODS, NSMHS): Enter the total annual projected expenditures for the FFP funding source for years 1, 2, and 3 in columns C, D, and E.

Row 24, Projects for Assistance in Transition from Homelessness (PATH): Enter the total annual projected expenditures for the PATH funding source for years 1, 2, and 3 in columns C, D, and E.

Row 25, Community Mental Health Block Grant (MHBG): Enter the total annual projected expenditures for the MHBG funding source for years 1, 2, and 3 in columns C, D, and E.

Row 26, Substance Use Block Grant (SUBG): Enter the total annual projected expenditures for the SUBG funding source for years 1, 2, and 3 in columns C, D, and E.

Row 27, Commercial Insurance: Enter the total annual projected expenditures for the Commercial Insurance funding source for years 1, 2, and 3 in columns C, D, and E. These expenditures should include planned reimbursement obtained by county-operated providers, not county-contracted providers.

Row 28, County General Fund: Enter the total annual projected expenditures for the County General funding source for years 1, 2, and 3 in columns C, D, and E.

Row 29, Opioid Settlement Funds: Enter the total annual projected expenditures for the Opioid Settlement funding source for years 1, 2, and 3 in columns C, D, and E.

Row 31, Other Federal grants: Enter the total annual projected expenditures for other federal grants funding sources for years 1, 2, and 3 in columns C, D, and E.

Row 32, Other State funding (including DSH funding): Enter the total annual projected expenditures for the other state funding sources for years 1, 2, and 3 in columns C, D, and E.

Row 33, Other County mental health or SUD funding: Enter the total annual projected expenditures for the other county mental health or SUD funding sources for years 1, 2, and 3 in columns C, D, and E.

Row 34, Other foundation funding: Enter the total annual projected expenditures for the other foundation funding sources for years 1, 2, and 3 in columns C, D, and E.

Row 36, Total projected expenditures (all BH funding streams/ programs): No Entry. This information will be auto-populated based on the total projected Expenditures from all BH funding streams/programs inputted above.

Row 37, Total projected unspent funds: Enter the total projected unspent funds for years 1, 2, and 3 in columns, C, D, and E. These funds will not include funds encumbered for future projects. Please refer to the screenshot below to identify the area to be completed.

Other Funding Sources	Total Annual Projected Expenditures (Year One)	Total Annual Projected Expenditures (Year Two)	Total Annual Projected Expenditures (Year Three)
Other federal grants	\$ -	\$ -	\$ -
Other state funding (including DSH funding)	\$ -	\$ -	\$ -
Other county mental health or SUD funding	\$ -	\$ -	\$ -
Other foundation funding	\$ -	\$ -	\$ -
Summary	Total Annual Projection (Year One)	Total Annual Projection (Year Two)	Total Annual Projection (Year Three)
Total projected expenditures (all BH funding streams/ programs) (auto-populated)	\$ -	\$ -	\$ -
Total projected unspent BHSA funds	\$ -	\$ -	\$ -
Auto-validation: Table 1: Behavioral Health Care Continuum Projected Expenditures	\$ -	\$ -	\$ -
Auto-validation: Table 2: Other County Expenditures	\$ -	\$ -	\$ -

Row 38, Auto-validation: Table 1: Behavioral Health Care Continuum Projected Expenditures: No Entry. This information is the total projected expenditures in tab 1, Behavioral Health Care Continuum Expenditures, for Adults/Older Adults and Children/Youth for years 1, 2, and 3 in columns C, D, and E.

Row 39, Auto-validation: Table 2: Other County Expenditures: No Entry. This information is the total projected expenditures in tab 2, Other County Expenditures, for years 1, 2, and 3 in columns C, D, and E.

4. BHSA TRANSFERS

BHSA Transfers Overview

Counties will report their planned BHSA transfers and Housing Intervention Component Exemption request in worksheet 4. Counties may request transfers between the Housing Interventions, Full-Service Partnership, and Behavioral Health Services and Support funding components and reallocate unspent MHSA funds to the BHSA components. These transfer and exemption requests must be approved by DHCS and follow the guidelines set in the [BHSA policy manual](#) Chapter 6, BHT Fiscal Policies.

The BHSA Transfers will be used to report the following information:

- Total adjusted BHSA component allocation percentages and dollar amounts for years 1, 2, and 3.
- Amount transferring out of Housing Intervention and into FSP/BHSS due to Exemption 1. New total base allocations for Housing Interventions, FSP, and BHSS components due to Exemption 1.
- Base percentage for Housing Interventions, FSP, and BHSS components for years 1, and 2, and 3.
- Amount transferring in and out of Housing Interventions, FSP, and BHSS components for years 1, 2, and 3.
- New base percentage for Housing Interventions, FSP, and BHSS components after transfer request.
- Amount of available unspent MHSA funds and what BHSA component they are transferring to.
- Amount of excess funds in the Prudent Reserve and what component they are transferring to.

The county will complete **Table Four: BHSA Transfers**. Please complete this section before moving on to tab 5.

BHSA Transfers Instructions

Summary (auto-populated)

Table Four: BHSA Transfers Summary (auto-populated)				
	Housing Intervention	Full-Service Partnership	Behavioral Health Services and Support	Totals
Year One				
Adjusted Total Allocation Percentages (Exemptions and Transfers)	30%	35%	35%	100%
Projected Component Allocation (Based on Adjusted Allocation Percentages)	\$ -	\$ -	\$ -	\$ -
Year Two				
Adjusted Total Allocation Percentages (Exemptions and Transfers)	30%	35%	35%	100%
Projected Component Allocation (Based on Adjusted Allocation Percentages)	\$ -	\$ -	\$ -	\$ -
Year Three				
Adjusted Total Allocation Percentages (Exemptions and Transfers)	30%	35%	35%	100%
Projected Component Allocation (Based on Adjusted Allocation Percentages)	\$ -	\$ -	\$ -	\$ -
Unspent Mental Health Services Act (MHSA) to BHSA	\$ -	\$ -	\$ -	\$ -
Excess Prudent Reserve (PR) to BHSA	\$ -	\$ -	\$ -	\$ -

Row 38, 41, and 44, Adjusted Total Allocation Percentages (Exemptions and Transfers): No Entry. These rows will be auto-populated from Column C, Rows 68, 74, and 80 respectively, with the new total for the adjusted allocation percentages for Housing Interventions, FSP, and BHSS after exemptions and transfers in year 1, 2, and 3.

Row 39, 42, and 45, Projected Component Allocation (Based on Adjusted Allocation Percentages): No Entry. These rows will be auto-populated with the new total allocation in dollars for the projected component allocation for Housing Interventions, FSP, and BHSS in year 1, 2, and 3. This calculation will take the new adjusted allocation percentages and multiply it with the total projected funding.

Row 46, Unspent Mental Health Services Act (MHSA) to BHSA: No entry. This row will be auto-populated from row 88, with the total amounts of unspent MHSA funds to BHSA for Housing Interventions, FSP, and BHSS. This amount will be the total that will be transferred from MHSA to BHSA components.

Row, 47, Excess Prudent Reserve (PR) to BHSA: No entry. This row will be auto-populated from cells C94, C95, and C96 respectively, with the total amounts of excess PR funds being transferred to each of the BHSA components Housing Interventions, FSP, and BHSS.

Behavioral Health Services Fund (BHSF) Housing Intervention Component Exemption (Ability to change component's overall percentage)

Please fill out this section only if your county has submitted a Housing Exemption request. Exemptions are necessary for counties requesting a funding adjustment beyond the 7 percent allowed through the transfer process. Counties with a population of less than 200,000 may begin requesting exemptions beginning with the FY 2026-29 IP, and all other counties may begin starting with the FY 2032-35 IP. This exemption will allow counties to increase or reduce the percentage of BHSA funds allocated to the Housing Intervention component beyond the base 30%. For more information, please refer to the [BHSA policy manual](#) Chapter 6, BHT Fiscal Policies. Please refer to the screenshot below to help identify this section.

B	C	D
Behavioral Health Services Fund (BHSF) Housing Intervention Component Exemption (Ability to change component's overall percentage)		
Base Component	Housing Intervention Component Percentage	Housing Intervention Funds
Base Percentage	30%	\$ -
Amount Transferring Out	0%	\$ -
Amount Transferring In	0%	\$ -
New Housing Interventions Base Percentage (auto-populated)	30%	\$ -
Transferred To/From	Full Service Partnership Percentage	Full Service Partnership Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New FSP Base Percentage (auto-populated)	35%	\$ -
Transferred To/From	Behavioral Health Services and Support Percentage	Behavioral Health Services and Support Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New BHSS Base Percentage (auto-populated)	35%	\$ -

Row 50, Base Percentage:

Column C: No entry, this is the initial base percentage counties will start with. Under WIC 5892(a), counties have an initial base of 30% of BHSA funds allocated to Housing Interventions.

Column D: Please enter the base dollar amount of Housing Intervention funds the county will start with. Please refer to the screenshot below for help in identifying which areas to complete.

B	C	D
Behavioral Health Services Fund (BHSF) Housing Intervention Component Exemption (Ability to change component's overall percentage)		
Base Component	Housing Intervention Component Percentage	Housing Intervention Funds
Base Percentage	30%	\$ -
Amount Transferring Out	0%	\$ -
Amount Transferring In	0%	\$ -
New Housing Interventions Base Percentage (auto-populated)	30%	\$ -
Transferred To/From	Full Service Partnership Percentage	Full Service Partnership Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New FSP Base Percentage (auto-populated)	35%	\$ -
Transferred To/From	Behavioral Health Services and Support Percentage	Behavioral Health Services and Support Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New BHSS Base Percentage (auto-populated)	35%	\$ -

Row 51, Amount transferring out:

Column C: Enter the percentage that is transferring out of Housing Interventions as a positive number. This number will be displayed as a negative value. This section will only apply if the county has submitted a Housing Exemption request to DHCS for review.

Column D: No entry, this amount is auto-populated based on the percentage of funds that is transferring out of Housing Interventions. Please refer to the screenshot below for help in identifying which areas to complete.

Behavioral Health Services Fund (BHSF) Housing Intervention Component Exemption (Ability to change component's overall percentage)		
Base Component	Housing Intervention Component Percentage	Housing Intervention Funds
Base Percentage	30%	\$ -
Amount Transferring Out	0%	\$ -
Amount Transferring In	0%	\$ -
New Housing Interventions Base Percentage (auto-populated)	30%	\$ -
Transferred To/From	Full Service Partnership Percentage	Full Service Partnership Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New FSP Base Percentage (auto-populated)	35%	\$ -
Transferred To/From	Behavioral Health Services and Support Percentage	Behavioral Health Services and Support Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New BHSS Base Percentage (auto-populated)	35%	\$ -

Row 52, Amount Transferring In:

Column C: Enter the percentage that is being transferred to Housing Interventions as a positive number.

Column D: No entry, this amount is auto-populated based on the percentage of funds that is transferring in Housing Interventions. Please refer to the screenshot below for help in identifying which areas to complete.

Behavioral Health Services Fund (BHSF) Housing Intervention Component Exemption (Ability to change component's overall percentage)		
Base Component	Housing Intervention Component Percentage	Housing Intervention Funds
Base Percentage	30%	\$ -
Amount Transferring Out	0%	\$ -
Amount Transferring In	0%	\$ -
New Housing Interventions Base Percentage (auto-populated)	30%	\$ -
Transferred To/From	Full Service Partnership Percentage	Full Service Partnership Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New FSP Base Percentage (auto-populated)	35%	\$ -
Transferred To/From	Behavioral Health Services and Support Percentage	Behavioral Health Services and Support Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New BHSS Base Percentage (auto-populated)	35%	\$ -

Row 53, New Housing Interventions Base Percentage (auto-populated):

Column C: No entry, this amount is auto-populated based on the new updated percentages after the transfers and exemptions.

Column D: No entry, this amount is auto-populated based on the new updated funds available after the transfers and exemptions.

Row 55, Base Percentage:

Column C: No entry, this is the initial base percentage counties will start with. Under WIC 5892(a), counties have an initial base of 35% of BHSA funds distributed from the SCO allocated to FSP SCO.

Column D: Please enter the base amount in dollars of FSP funds the county will start with. Please refer to the screenshot below for help in identifying which areas to complete.

B	C	D
Behavioral Health Services Fund (BHSF) Housing Intervention Component Exemption (Ability to change component's overall percentage)		
Base Component	Housing Intervention Component Percentage	Housing Intervention Funds
Base Percentage	30%	\$ -
Amount Transferring Out	0%	\$ -
Amount Transferring In	0%	\$ -
New Housing Interventions Base Percentage (auto-populated)	30%	\$ -
Transferred To/From	Full Service Partnership Percentage	Full Service Partnership Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New FSP Base Percentage (auto-populated)	35%	\$ -
Transferred To/From	Behavioral Health Services and Support Percentage	Behavioral Health Services and Support Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New BHSS Base Percentage (auto-populated)	35%	\$ -

Row 56, Percentage Added:

Column C: Enter the percentage that is being transferred to FSP as a positive number. This amount should not be higher than the amount transferring out of Housing Interventions in row 51. The sum of row 56 and row 60 should equal row 51.

Column D: No entry, this amount is auto-populated based on the percentage of funds that is transferring in Housing Interventions. Please refer to the screenshot below for help in identifying which areas to complete.

B	C	D
Behavioral Health Services Fund (BHSS) Housing Intervention Component Exemption (Ability to change component's overall percentage)		
Base Component	Housing Intervention Component Percentage	Housing Intervention Funds
Base Percentage	30%	\$ -
Amount Transferring Out	0%	\$ -
Amount Transferring In	0%	\$ -
New Housing Interventions Base Percentage (auto-populated)	30%	\$ -
Transferred To/From	Full Service Partnership Percentage	Full Service Partnership Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New FSP Base Percentage (auto-populated)	35%	\$ -
Transferred To/From	Behavioral Health Services and Support Percentage	Behavioral Health Services and Support Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New BHSS Base Percentage (auto-populated)	35%	\$ -

Row 57, New FSP Base Percentage (auto-populated):

Column C: No entry, this amount is auto-populated based on the new updated percentages after the transfers and exemptions.

Column D: No entry, this amount is auto-populated based on the new updated funds available after the transfers and exemptions.

Row 59, Base Percentage:

Column C: No entry, this is the initial base percentage counties will start with. Under WIC 5892(a), counties have an initial base of 35% of BHSA funds distributed from the SCO allocated to BHSS.

Column D: Please enter the base amount in dollars of BHSS funds the county will start with. Please refer to the screenshot below for help in identifying which areas to complete.

B	C	D
Behavioral Health Services Fund (BHSS) Housing Intervention Component Exemption (Ability to change component's overall percentage)		
Base Component	Housing Intervention Component Percentage	Housing Intervention Funds
Base Percentage	30%	\$ -
Amount Transferring Out	0%	\$ -
Amount Transferring In	0%	\$ -
New Housing Interventions Base Percentage (auto-populated)	30%	\$ -
Transferred To/From	Full Service Partnership Percentage	Full Service Partnership Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New FSP Base Percentage (auto-populated)	35%	\$ -
Transferred To/From	Behavioral Health Services and Support Percentage	Behavioral Health Services and Support Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New BHSS Base Percentage (auto-populated)	35%	\$ -

Row 60, Percentage Added:

Column C: Enter the percentage that is being transferred to BHSS as a positive number. This amount should not be higher than the amount transferring out of Housing Interventions in row 51. The sum of row 56 and row 60 should equal row 51.

Column D: No entry, this amount is auto-populated based on the percentage of funds that is transferring in Housing Interventions. Please refer to the screenshot below for help in identifying which areas to complete.

B	C	D
Behavioral Health Services Fund (BHSF) Housing Intervention Component Exemption (Ability to change component's overall percentage)		
Base Component	Housing Intervention Component Percentage	Housing Intervention Funds
Base Percentage	30%	\$ -
Amount Transferring Out	0%	\$ -
Amount Transferring In	0%	\$ -
New Housing Interventions Base Percentage (auto-populated)	30%	\$ -
Transferred To/From	Full Service Partnership Percentage	Full Service Partnership Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New FSP Base Percentage (auto-populated)	35%	\$ -
Transferred To/From	Behavioral Health Services and Support Percentage	Behavioral Health Services and Support Funds
Base Percentage	35%	\$ -
Percentage Added	0%	\$ -
New BHSS Base Percentage (auto-populated)	35%	\$ -

Row 61, New BHSS Base Percentage (auto-populated):

Column C: No entry, this amount is auto-populated based on the new updated percentages after the transfers and exemptions.

Column D: No entry, this amount is auto-populated based on the new updated funds available after the transfers and exemptions.

Funding Transfer Request Allocations

Please refer to the screenshot below for help in identifying which area to complete.

Funding Transfer Request Allocations			
Year 1			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%
Year 2			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%
Year 3			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%

Row 65, 71, and 77, Base Percentage after Housing Intervention Component Exemption (auto-populated):

Column C, D, and E: No entry, these amounts are the new base percentage for the BHSA components after applying the Housing Intervention component exemption for years 1, 2, and 3.

Row 66, 72, and 78, Amount transferring out:

Column C, D, and E: Enter the amount transferring out of each of the components for years 1, 2, and 3. Per WIC 5892(c), counties may only transfer a maximum of 7% out of a single component and a total of 14% across all components in a single fiscal year. Please refer to the screenshot below for help in identifying which areas to complete.

Funding Transfer Request Allocations			
Year 1			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%
Year 2			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%
Year 3			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%

Row 67, 73, and 79, Amount transferring in:

Column C, D, and E: Enter the amount transferring in each of the components for years 1, 2, and 3. These amounts should not sum to more than the sum of the amounts transferring out.

Funding Transfer Request Allocations			
Year 1			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%
Year 2			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%
Year 3			
	Housing Intervention Component (1)	Full-Service Partnership	Behavioral Health Services and Support
Base Percentage after Housing Intervention Component Exemption (auto-populated)	30%	35%	35%
Amount Transferring Out	0%	0%	0%
Amount Transferring In	0%	0%	0%
New Base Percentage after Funding Transfer Request (auto-populated)	30%	35%	35%

Row 68, 74, and 80, New Base Percentage after Funding Transfer Request (auto-populated):

Column C, D, and E: No entry, these amounts will be the new base percentage after the funding transfer request is applied.

MHSA Transfers to BHSA

DHCS will allow counties a one-time transfer of unspent MHSA funds to BHSA. This transfer will allow counties to choose which BHSA component they would like to move their unspent MHSA funds to. MHSA funds are considered unspent if they are not expended within the required timeframes of the reversion period for each of the MHSA components and may be reallocated towards BHSA components. However, unspent MHSA funds will not include encumbered funds for WET, CFTN, or INN projects that were operational prior to July 1, 2026. These MHSA funds will still be subject to the reversion policy and will still be affected by any reversion timelines. For more information, please refer to the [BHSA policy manual](#), Chapter 6, Section 7.

MHSA Component	Available Unspent BHSA Funds	MHSA Transfers to BHSA		
		Transferred to Housing Intervention Component	Transferred to Full-Service Partnership	Transferred to Behavioral Health Services and Support
CSS	\$ -	\$ -	\$ -	\$ -
PEI	\$ -	\$ -	\$ -	\$ -
INN	\$ -	\$ -	\$ -	\$ -
WET	\$ -			\$ -
CFTN	\$ -			\$ -
Total (auto-populated)	\$ -	\$ -	\$ -	\$ -

Row 83, CSS:

Column C: Enter the amount of available unspent CSS MHSA funds.

Column D: Enter the amount of available unspent CSS funds to be transferred to Housing Interventions.

Column E: Enter the amount of available unspent CSS funds to be transferred to FSP.

Column F: Enter the amount of available unspent CSS funds to be transferred to BHSS.

Row 84, PEI:

Column C: Enter the amount of available unspent PEI MHSA funds.

Column D: Enter the amount of available unspent PEI funds to be transferred to Housing Interventions.

Column E: Enter the amount of available unspent PEI funds to be transferred to FSP.

Column F: Enter the amount of available unspent PEI funds to be transferred to BHSS.

Row 85, INN:

Column C: Enter the amount of available unspent INN MHSA funds.

Column D: Enter the amount of available unspent INN funds to be transferred to Housing Interventions.

Column E: Enter the amount of available unspent INN funds to be transferred to FSP.

Column F: Enter the amount of available unspent INN funds to be transferred to BHSS.

Row 86, WET:**Column C:** Enter the amount of available unspent WET MHSA funds.**Column D:** No entry.**Column E:** No entry.**Column F:** Enter the amount of available unspent WET funds to be transferred to BHSS.**Row 87, CFTN:****Column C:** Enter the amount of available unspent CFTN MHSA funds.**Column D:** No entry.**Column E:** No entry.**Column F:** Enter the amount of available unspent CFTN funds to be transferred to BHSS.**Row 88, Total (auto-populated):****Column C, D, E, and F:** No entry, these rows will be auto-populated with by the totals of the information above.**Excess PR to BHSA components**

Counties that have an excess of PR funds due to the PR maximum changes will be required to transfer excess funds to programs and services in the new BHSA components. Please refer to the screenshot below for help in identifying which areas to complete.

Excess Prudent Reserve to BHSA Components	
Transfer from Prudent Reserve to BHSA Component Allocation	Amount
Estimated Local Prudent Reserve Balance At End of Previous Fiscal Year	\$ -
Local Prudent Reserve Maximum (2)	\$ -
Excess Prudent Reserve Funding that must be transferred	\$ -
Housing Intervention (3)	\$ -
FSP	\$ -
BHSS (4)	\$ -
Total Transferred Excess Prudent Reserve (auto-populated)	\$ -

Row 91, Estimated Local Prudent Reserve Balance At End of Previous Fiscal Year:

Enter the dollar amount of prior year PR ending balance for the county.

Row 92, Local Prudent Reserve Maximum: Enter the PR maximum for your county.

Row 93, Excess Prudent Reserve Funding that must be transferred: No entry, this amount will be auto-populated by taking Row 60 and subtracting Row 61 to calculate the amount your county is over the PR maximum.

Row 94, Housing Interventions: Enter the amount of excess PR funds to be allotted to Housing Interventions.

Row 95, FSP: Enter the amount of excess PR funds to be allotted to FSP.

Row 96, BHSS: Enter the amount of excess PR funds to be allotted to BHSS.

Row 97, Total Transferred Excess Prudent Reserve (auto-populated): No entry, this amount will be the sum of the total excess PR funds that will be allotted to the BHSA components. This amount should equal the amount in row 93.

5. HOUSING INTERVENTIONS

Housing Interventions Overview

Counties must report their projected expenditures for their BHSA Housing Interventions allocation component. The Housing Intervention component is funded through BHSA to provide support to eligible individuals who are homeless or at risk of homelessness. Unless the county has submitted an exemption for DHCS review, 50% of the funds will be used for Housing Interventions for the chronically homeless focusing on encampments and no more than 25% will be used for capital development projects. Counties will follow the guidelines set in the [BHSA Policy Manual](#), Chapter 7, Section C.

The Housing Interventions tab will be used to report the following information:

- a. Total estimated Housing Intervention funds.
- b. Projected expenditures for BHSA and all other funding sources for Housing Interventions.
- c. Projected expenditures for Housing Intervention programs that include Non-Time Limited Permanent Settings.
- d. Projected expenditures for Housing Intervention programs that include Time Limited Interim Settings.

- e. Projected percentage of Rental and Operating Subsidies Administered through Flex Pools.
- f. Projected expenditures for Housing Intervention component administration.
- g. Projected expenditures for funds dedicated to homelessness and SUD.
- h. Transfers in and out of Housing Intervention from and to local PR.
- i. Data validation for funds dedicated to Capital Development.
- j. Data validation for funds dedicated to chronically homeless population.
- k. Projected number of individuals to be served by Children/TAY and Adults/Older Adults.

The county will complete **Table Five: Housing Interventions**. Please complete this Section before moving on to tab 6.

Housing Interventions instructions

Pursuant to W&I Code Section 5830, subdivision (c)(2), BHSA Housing Interventions may not be used for housing services covered by Medi-Cal Managed Care Plans (MCP). Please indicate the projected expenditures for BHSA funding in columns C-E. Please indicate the projected expenditures for all other funding sources excluding BHSA in columns F-H. For Housing Intervention programs and services, please only include non-BHSA funding sources if they are used in combination with BHSA funding for those programs and services. Do not enter non-BHSA funded programs unless they are also funded by BHSA. Programs funded by non-BHSA sources should be reported in the Behavioral Health Care Continuum or Other County Expenditures worksheets.

Total Housing Interventions Funding

Row 35, Total Estimated Housing Interventions Funding Received: Enter the estimated total Housing Intervention component allocation received for each year, including both BHSA and unspent MHSA dollars carried over. This amount will include the approved transfers and exemptions. Note: Unspent MHSA dollars carried over only need to be tracked in Year 1 - DHCS will track any unspent MHSA dollars that may roll over into Years 2 and 3. Please refer to the screenshot below for help in identifying which areas to complete.

Table Five: BHSA Components						
Total Housing Interventions Funding (1)						
	Year 1	Year 2	Year 3			
Total Estimated Housing Interventions Funding Received	\$ -	\$ -	\$ -			
Projected Expenditures - BHSA Funding Only				Projected Expenditures - All Other Funding Sources		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Housing Interventions Component Programs/Services						
Non-Time Limited Permanent Settings (e.g., supportive housing, apartments, single and multi-family homes, shared housing) (2)						
Rental Subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Housing Interventions Component Programs/Services

Non-Time Limited Permanent Settings (e.g., supportive housing, apartments, single and multi-family homes, shared housing)

Non-Time Limited permanent settings will refer to ongoing, stable housing without a set time limit for tenancy. Individuals may remain as long as needed while receiving supportive services. Please refer to the screenshot below for help in identifying which areas to complete.

Housing Interventions Component Programs/Services	Projected Expenditures - BHSA Funding Only			Projected Expenditures - All Other Funding Sources		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Non-Time Limited Permanent Settings (e.g., supportive housing, apartments, single and multi-family homes, shared housing) (2)						
Rental Subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bundled Rental and Operating Subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
% of Rental and Operating Subsidies Administered through Flex Pools	0%	0%	0%	0%	0%	0%

Row 40, Rental Subsidies:

Enter the projected expenditures for rental subsidies in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for rental subsidies in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 41, Operating Subsidies:

Enter the projected expenditures for operating subsidies in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for operating subsidies in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 42, Bundled Rental and Operating Subsidies:

Enter the projected expenditures for Bundled Rental and Operating subsidies in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for Bundled Rental and Operating Subsidies in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 43, Percent of Rental and Operating Subsidies Administered through Flex Pools:

Enter the percent of Rental and Operating Subsidies Administered through Flex Pools in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the percent of Rental and Operating Subsidies Administered through Flex Pools in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Time Limited Interim Settings (e.g., hotel and motel stays, non-congregate interim housing models, recuperative care)

Time Limited permanent settings will refer housing with a set duration of tenancy or support services, such as transitional housing and programs with fixed terms and timelines. Individuals will be expected to move out after a defined time. Housing Interventions may only be used for placement in interim settings for a limited time, 6 months for BHSA eligible individuals who have exhausted the Transitional Rent benefit and 12 months for BHSA eligible individuals not eligible to receive Transitional Rent through their Medi-Cal MCP. Please refer to the screenshot below for help in identifying which areas to complete.

Time Limited Interim Settings (e.g., hotel and motel stays, non-congregate interim housing models, recuperative care) (2)						
Rental Subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bundled Rental and Operating Subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
% of Rental and Operating Subsidies Administered through Flex Pools	0%	0%	0%	0%	0%	0%
Other Housing Supports: Landlord Outreach and Mitigation Funds) (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Housing Supports: Participant Assistant Funds (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Housing Supports: Housing Transition Navigation Services and Housing Tenancy Sustaining Services (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Housing Supports: Outreach and Engagement (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Development Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Housing Flex Pool Expenditures (start-up expenditures)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Innovative Housing Intervention Pilots and Projects	\$ -	\$ -	\$ -			
Subtotal (auto-populated)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Row 45, Rental Subsidies:

Enter the projected expenditures for rental subsidies in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for rental subsidies in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 46, Operating Subsidies:

Enter the projected expenditures for operating subsidies in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for operating subsidies in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 47, Bundled Rental and Operating Subsidies:

Enter the projected expenditures for Bundled Rental and Operating subsidies in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for Bundled Rental and Operating Subsidies in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 48, Percent of Rental and Operating Subsidies Administered through Flex Pools:

Enter the percent of Rental and Operating Subsidies Administered through Flex Pools in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the percent of Rental and Operating Subsidies Administered through Flex Pools in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 49, Other Housing Supports: Landlord Outreach and Mitigation Funds:

Enter the projected expenditures for Other Housing Supports: Landlord Outreach and Mitigation Funds in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for Other Housing Supports: Landlord Outreach and Mitigation Funds in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 50, Other Housing Supports: Participant Assistant Funds:

Enter the projected expenditures for Other Housing Supports: Participant Assistant Funds in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for Other Housing Supports: Participant Assistant Funds in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 51, Other Housing Supports: Housing Transition Navigation Services and Housing Tenancy Sustaining Services:

Enter the projected expenditures for Other Housing Supports: Housing Transition Navigation Services and Housing Tenancy Sustaining Services Funds in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for Other Housing Supports: Housing Transition Navigation Services and Housing Tenancy Sustaining Service Funds in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 52, Other Housing Supports: Housing Transition Navigation Services and Housing Tenancy Sustaining Services:

Enter the projected expenditures for Other Housing Supports: Housing Transition Navigation Services and Housing Tenancy Sustaining Services Funds in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for Other Housing Supports: Housing Transition Navigation Services and Housing Tenancy Sustaining Service Funds in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 53, Capital Development Projects:

Enter the projected expenditures for Capital Development Projects Funds in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for Capital Development Projects Funds in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 54, Housing Flex Pool Expenditures (start-up expenditures):

Enter the projected expenditures for Housing Flex Pool Expenditures (start-up expenditures) Funds in years 1, 2, and 3 for BHSA in columns C, D, and E.

Enter the projected expenditures for Housing Flex Pool Expenditures (start-up expenditures) Funds in years 1, 2, and 3 for other funding sources in columns F, G, and H.

Row 55, Innovative Housing Intervention Pilots and Projects:

Enter the projected expenditures for Innovative Housing Intervention Pilots and Projects Funds in years 1, 2, and 3 for BHSA in columns C, D, and E. Innovative projects that qualify will be ones that are used to test new approaches to improve mental health outcomes and counties will no longer be required to encumber funds. It must meet the criteria outlined in the [BHSA Policy Manual](#), Chapter 6, Section B.7.2 and Chapter 7, Section A.6. Please refer to the screenshot below for help in identifying which areas to complete.

Columns F, G, and H, No entry.

Other Housing Supports: Outreach and Engagement (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Development Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Housing Flex Pool Expenditures (start-up expenditures)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Innovative Housing Intervention Pilots and Projects	\$ -	\$ -	\$ -			
Subtotal (auto-populated)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Row 56, Subtotal (auto-populated):

Columns C-H, no entry, these columns will be auto-populated by the sum of the values above. This will not include the rows that contains percentages for flex pools.

Housing Interventions Component Administrative Information

Please refer to the screenshot below for help in identifying which areas to complete.

Housing Interventions Component Administrative Information	Year 1	Year 2	Year 3
Housing Interventions Component Administration	\$ -	\$ -	\$ -
Total Housing Interventions Expenditures (auto- populated)	\$ -	\$ -	\$ -

Row 58, Housing Interventions Component Administration: Enter the projected expenditures for Housing Interventions component's administration for years 1, 2, and 3 in columns C, D, and E. For more information about administration costs, please see the [BHSA Policy Manual](#), Chapter 6, Section B.8.2.2 Indirect Costs.

Row 59, Total Housing Interventions Expenditures: No entry, this is overall Housing Intervention expenditures calculated by adding Row 56 and Row 58.

Housing Interventions Populations to be Served

Please refer to the screenshot below for help in identifying which areas to complete.

Housing Interventions Component Administrative Information	Year 1	Year 2	Year 3
Housing Interventions Component Administration	\$ -	\$ -	\$ -
Total Housing Interventions Expenditures (auto- populated)	\$ -	\$ -	\$ -
Housing Interventions Populations to be Served	Year 1	Year 2	Year 3
Total Housing Interventions Component Funds Dedicated to Chronically Homeless Population (5)	\$ -	\$ -	\$ -
Total Housing Interventions Component Funds Dedicated to Serving Individuals with a SUD only (5)	\$ -	\$ -	\$ -
Housing Interventions Transfer Information	Year 1	Year 2	Year 3

Row 61, Total Housing Interventions Component Funds Dedicated to Chronically Homeless Population: Enter the total dollar amount for Housing Interventions component programs and services that will be dedicated to the chronically homeless

population. This amount should equal 50% of Housing Interventions component allocations.

Row 62, Total Housing Interventions Component Funds Dedicated to Serving Individuals with a SUD only: Enter the total dollar amount for Housing Interventions component programs and services that will be dedicated to serving individuals with SUD. DHCS recognizes there may be duplication with funds captured in row 61.

Housing Interventions Transfer Information

Please refer to the screenshot below for help in identifying which areas to complete.

Housing Interventions Transfer Information	Year 1	Year 2	Year 3
Transfers into Housing Intervention component from Local Prudent Reserve	\$ -	\$ -	\$ -
Transfers out of Housing Intervention component into Local Prudent Reserve (6)	\$ -	\$ -	\$ -
Housing Interventions Component Funds Validation (auto-populated based on inputs above)	Year 1	Year 2	Year 3
Housing Intervention Component Funds Dedicated to Capital Development/Total Housing Interventions Funding (7) (auto-populated)	#DIV/0!	#DIV/0!	#DIV/0!
Housing Interventions Component Funds Dedicated to Chronically Homeless Population/Total Housing Intervention Component			

Row 64, Transfers into Housing Interventions component from local PR: Enter the amount of funds going into Housing Interventions from the PR for years 1, 2, and 3, in columns C, D, and E.

Row 65, Transfers out of Housing Interventions component into local PR: Enter the amount of funds leaving Housing Interventions component going into the PR for years 1, 2, and 3, in columns C, D, and E.

Housing Interventions Component Funds Validation (auto-populated based on inputs above)

Row 67, Housing Intervention Component Funds Dedicated to Capital

Development/Total Housing Interventions Funding: No entry, this is the proportion of funds dedicated to capital development funds which will be auto-populated from rows 24 and 6.

Row 68, Housing Interventions Component Funds Dedicated to Chronically

Homeless Population/Total Housing Intervention Component Funding: No entry, this is the proportion of funds dedicated to chronically homeless population which will be auto-populated from rows 53 and 35.

Projected Individuals to be Served (Unduplicated)

Please refer to the screenshot below for help in identifying which areas to complete.

Housing Interventions Component Funds Validation (auto-populated based on inputs above)	Year 1	Year 2	Year 3
Housing Intervention Component Funds Dedicated to Capital Development/Total Housing Interventions Funding (7) (auto-populated)	#DIV/0!	#DIV/0!	#DIV/0!
Housing Interventions Component Funds Dedicated to Chronically Homeless Population/Total Housing Intervention Component Funding (8) (auto-populated)	#DIV/0!	#DIV/0!	#DIV/0!
Projected Individuals to be Served (Unduplicated)	Year 1	Year 2	Year 3
Eligible Children/TAY	# ▲	#	#
Eligible Adults/Older Adults	# ▲	#	#

Row 70, Eligible Children/TAY: Enter the number of projected individuals to be served under Children/TAY.

Row 71, Eligible Adults/Older Adults: Enter the number of projected individuals to be served under Adults/Older Adults.

6. FULL-SERVICE PARTNERSHIP

Full-Service Partnership Overview

Counties will report their projected expenditures for their BHSA FSP allocation component. The FSP component is funded through BHSA to provide intensive, team-based care to individuals living with significant behavioral health needs through a “whatever it takes” approach. Counties will follow the guidelines set in the [BHSA policy manual](#), Chapter 7, Section B.

The FSP tab will be used to report the following information:

- a. Total estimated FSP funds.
- b. Projected expenditures for BHSA and all other funding sources for FSP.
- c. Projected expenditures for FSP Programs/Services.
- d. Projected expenditures for FSP component administration.
- e. Transfers in and out of FSP from and to local PR.
- f. Projected individuals to be served in FSP programs for Children/TAY and Adults/Older Adults.

The county will complete **Table Six: FSP Component**. Please complete this section before moving on to tab 7.

FSP instructions

For FSP programs and services, please only include non-BHSA funding sources if they are used in combination with BHSA funding for those programs and services. Do not enter non-BHSA funded programs unless they are also funded by BHSA. Programs funded by non-BHSA sources should be reported in the Behavioral Health Care Continuum or Other County Expenditures worksheets.

Total FSP Funding

Row 22, Total Estimated FSP Funding Received: Enter the estimated total FSP component allocation received for each year, including both BHSA and unspent MHSA dollars carried over. Note: Unspent MHSA dollars carried over only need to be tracked in Year 1 - DHCS will track any unspent MHSA dollars that may roll over into Years 2 and 3. Please refer to the screenshot below for help in identifying which areas to complete.

Total Full Service Partnership (FSP) Funding				Table Six: BHSA Components				
	Year 1	Year 2	Year 3					
Total Estimated Full Service Partnership Funding Received	\$ -	\$ -	\$ -					
Full Service Partnership Category (1)								
Type of Service	Projected Expenditures - BHSA Funding Only			Projected Expenditures - Federal Financial Participation			Projected Expenditures - All Other	
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2
FSP Programs/Services								
Assertive Community Treatment (ACT)(2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Forensic Assertive Community Treatment (FACT) Fidelity (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FSP Intensive Case Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
High Fidelity Wraparound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Individual Placement and Support (IPS) Model of Supported Employment (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assertive Field-Based Initiation for SUD Treatment Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other mental health or supportive services								

FSP Programs/Services

Please refer to the screenshot below for help in identifying which areas to complete.

Total Estimated Full Service Partnership Funding Received	\$ -	\$ -	\$ -						
Full Service Partnership Category (1)									
Type of Service	Projected Expenditures - BHSA Funding Only			Projected Expenditures - Federal Financial Participation			Projected Expenditures - All Other Funding Sources		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
FSP Programs/Services									
Assertive Community Treatment (ACT)(2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Forensic Assertive Community Treatment (FACT) Fidelity (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FSP Intensive Case Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
High Fidelity Wraparound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Individual Placement and Support (IPS) Model of Supported Employment (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assertive Field-Based Initiation for SUD Treatment Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other mental health or supportive services not already captured above (e.g., outreach, other recovery-oriented services, peers, etc.): Please define	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other substance use disorder treatment services not already captured above (primary SUD FSP programs, innovation, etc.): Please define	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Innovative FSP Pilots and Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal (auto-populated)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FSP Administrative Information	Year 1	Year 2	Year 3						

Row 27, Assertive Community Treatment (ACT):

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for Federal Financial Participation (FFP) for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 28, Forensic Assertive Community Treatment (FACT) Fidelity:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 29, FSP Intensive Case Management:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 30, High Fidelity Wraparound:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 31, Individual Placement and Support (IPS) Model of Supported Employment:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 32, Assertive Field-Based Initiation for SUD Treatment Services:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 33, Other mental health or supportive services not already captured above (e.g., outreach, other recovery-oriented services, peers, etc.):

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Model of Supported Employment (2)	\$ -	\$ -	\$ -
Assertive Field-Based Initiation for SUD Treatment Services	\$ -	\$ -	\$ -
Other mental health or supportive services not already captured above (e.g., outreach, other recovery-oriented services, peers, etc.): Please define	\$ -	\$ -	\$ -
Other substance use disorder treatment services not already captured above (primary SUD FSP programs, innovation, etc.): Please define	\$ -	\$ -	\$ -
Innovative FSP Pilots and Projects	\$ -	\$ -	\$ -
Subtotal (auto-populated)	\$ -	\$ -	\$ -
FSP Administrative Information	Year 1	Year 2	Year 3
Full Service Partnership Administration	\$ -	\$ -	\$ -
Total Full Service Partnership Expenditures (auto-populated)	\$ -	\$ -	\$ -
FSP Transfer Information	Year 1	Year 2	Year 3
Transfers into FSP component from Local Prudent Reserve	\$ -	\$ -	\$ -
Transfers out of FSP component into Local Prudent Reserve	\$ -	\$ -	\$ -
Projected Individuals to be Served (Unduplicated)	Year 1	Year 2	Year 3
Eligible Children/TAY	#	#	#
Eligible Adults/Older Adults	#	#	#

Row 41, FSP Admin: Enter the projected expenditures for FSP administration for years 1, 2, and 3 in columns C, D, and E. For more information about administration costs, please refer to the [BHSA policy manual](#), Chapter 6, Section B.8.2.2 Indirect Costs.

Row 42, Total Full-Service Partnership Expenditures: No Entry, this is overall FSP expenditures calculated by adding Rows 35 and Row 38.

FSP Transfer Information

Please reference the image below to see which area to complete.

Model of Supported Employment (2)	\$ -	\$ -	\$ -
Assertive Field-Based Initiation for SUD Treatment Services	\$ -	\$ -	\$ -
Other mental health or supportive services not already captured above (e.g., outreach, other recovery-oriented services, peers, etc.): Please define	\$ -	\$ -	\$ -
Other substance use disorder treatment services not already captured above (primary SUD FSP programs, innovation, etc.): Please define	\$ -	\$ -	\$ -
Innovative FSP Pilots and Projects	\$ -	\$ -	\$ -
Subtotal (auto-populated)	\$ -	\$ -	\$ -
FSP Administrative Information	Year 1	Year 2	Year 3
Full Service Partnership Administration	\$ -	\$ -	\$ -
Total Full Service Partnership Expenditures (auto-populated)	\$ -	\$ -	\$ -
FSP Transfer Information	Year 1	Year 2	Year 3
Transfers into FSP component from Local Prudent Reserve	\$ -	\$ -	\$ -
Transfers out of FSP component into Local Prudent Reserve	\$ -	\$ -	\$ -
Projected Individuals to be Served (Unduplicated)	Year 1	Year 2	Year 3
Eligible Children/TAY	#	#	#
Eligible Adults/Older Adults	#	#	#

Row 38, Transfers into FSP component from local PR: Enter the amount of funds going into FSP from the PR for years 1, 2, and 3, in columns C, D, and E.

Row 39, Transfers out of FSP component into local PR: Enter the amount of funds leaving FSP component going into the PR for years 1, 2, and 3, in columns C, D, and E.

Projected Individuals to be Served (Unduplicated)

Please reference the image below to see which area to complete.

FSP Administrative Information	Year 1	Year 2	Year 3
Full Service Partnership Administration	\$ -	\$ -	\$ -
Total Full Service Partnership Expenditures (auto-populated)	\$ -	\$ -	\$ -
FSP Transfer Information	Year 1	Year 2	Year 3
Transfers into FSP component from Local Prudent Reserve	\$ -	\$ -	\$ -
Transfers out of FSP component into Local Prudent Reserve	\$ -	\$ -	\$ -
Projected Individuals to be Served (Unduplicated)	Year 1	Year 2	Year 3
Eligible Children/TAY	#	#	#
Eligible Adults/Older Adults	#	#	#

Row 44, Eligible Children/TAY: Enter the number of projected individuals to be served under Children/TAY.

Row 45, Eligible Adults/Older Adults: Enter the number of projected individuals to be served under Adults/Older Adults.

7. BEHAVIORAL HEALTH SERVICES AND SUPPORTS

Behavioral Health Services and Supports Overview

Counties will report their projected expenditures for their BHSA BHSS allocation component. The BHSS component is funded through BHSA to provide a broad range of community based mental health and substance use services. BHSS will include prevention, early intervention, outpatient treatment, recovery services, and support programs to meet the needs of different populations. At least 51% of BHSS funding must be allocated towards early intervention and 51% of those funds will be allocated towards individuals aged 25 and under. Counties will follow the guidelines set in the [BHSA policy manual](#), Chapter 7, Section A.

The BHSS tab will be used to report the following information:

- a. Total estimated BHSS funds.
- b. Projected expenditures for BHSA and all other funding sources for BHSS.
- c. Projected expenditures for BHSS Programs/Services
- d. Projected expenditures for BHSS component administration.
- e. Transfers in and out of BHSS from and to local PR.
- f. BHSS validation for Early Intervention Funds.
- g. Projected individuals to be served in BHSS programs for Children/TAY and Adults/Older Adults.

The county will complete **Table Seven: BHSS Component**. Please complete this section before moving on to tab 7.

BHSS instructions

For BHSS programs and services, please only include non-BHSA funding sources if they are used in combination with BHSA funding for those programs and services. Do not enter non-BHSA funded programs unless they are also funded by BHSA. Programs funded by non-BHSA sources should be reported in Behavioral Health Care Continuum or Other County Expenditures worksheets.

Total BHSS Funding

Row 24, Total Estimated Behavioral Health Services and Supports Funding

Received: Enter the estimated total BHSS component allocation received for each year, including both BHSA and unspent MHSA dollars carried over. Note: Unspent MHSA dollars carried over only need to be tracked in Year 1 - DHCS will track any unspent MHSA dollars that may roll over into Years 2 and 3. Please refer to the screenshot below for help in identifying which areas to complete.

Table Seven: BHSA Components									
Type of Service	Projected Expenditures - BHSA Funding ONLY			Projected Expenditures - Federal Financial Participation			Projected Expenditures - All Other Funding Sources		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Total Estimated Behavioral Health Services and Support Funding Received	\$ -	\$ -	\$ -						
Behavioral Health Services and Supports Category (1)									
BHSS Programs/Services									
Children's System of Care-Non FSP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adult and Older Adult System of Care, Excluding Populations Identified in 5892(a)((1) and 5892(a)((2)-Non FSP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Early Intervention Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Youth-Focused (25 years and younger) Early Intervention Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

BHSS Programs/Services

Please refer to the screenshot below for help in identifying which areas to complete.

Behavioral Health Services and Supports Category (1)										
BHSS Programs/Services										
Children's System of Care-Non FSP	\$	-	\$	-	\$	-	\$	-	\$	-
Adult and Older Adult System of Care, Excluding Populations Identified in 5892(a)((1) and 5892(a)((2)-Non FSP	\$	-	\$	-	\$	-	\$	-	\$	-
Early Intervention Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-
Total Youth-Focused (25 years and younger) Early Intervention Expenditures	\$	-	\$	-	\$	-	\$	-	\$	-
Coordinated Specialty Care for First Episode Psychosis	\$	-	\$	-	\$	-	\$	-	\$	-
Outreach and Engagement	\$	-	\$	-	\$	-	\$	-	\$	-
Workforce Education and Training (WET)	\$	-	\$	-	\$	-	\$	-	\$	-
Dedicated BHSA WET funds	\$	-	\$	-	\$	-	\$	-	\$	-
Dedicated MHSA WET funds	\$	-	\$	-	\$	-	\$	-	\$	-
Capital Facilities and Technological Needs (CFTN)	\$	-	\$	-	\$	-	\$	-	\$	-
Dedicated BHSA CF/TN funds	\$	-	\$	-	\$	-	\$	-	\$	-
Dedicated MHSA CF/TN funds	\$	-	\$	-	\$	-	\$	-	\$	-
Innovative BHSS Pilots and Projects	\$	-	\$	-						
Subtotal (auto-populated)	\$	-	\$	-	\$	-	\$	-	\$	-

Row 27, Children's System of Care-Non FSP:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 28, Adult and Older Adult System of Care, Excluding Populations Identified in 5892(a)(1) and 5892(a)(2)-Non FSP:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 29, Early Intervention Expenditures:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 30, Total Youth-Focused (25 years and younger) Early Intervention**Expenditures:**

Columns C, D, and E, enter the projected Youth focused expenditures under Early Intervention for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected Youth focused expenditures under Early Intervention for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected Youth focused expenditures under Early Intervention for all other funding sources for years 1, 2, and 3.

Row 31, Coordinated Specialty Care for First Episode Psychosis:

Columns C, D, and E, enter the projected Coordinated Specialty Care for First Episode Psychosis expenditures under Early Intervention for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected Coordinated Specialty Care for First Episode Psychosis expenditures under Early Intervention for FFP funding for years 1, 2, and 3.

Columns I, J, and K, enter the projected Coordinated Specialty Care for First Episode Psychosis expenditures under Early Intervention for all other funding sources for years 1, 2, and 3.

Row 32, Outreach and Engagement:

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 33, Workforce Education and Training (WET):

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 34, Dedicated BHSA WET funds:

Columns C, D, and E, enter the projected dedicated BHSA expenditures under WET for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected dedicated BHSA expenditures under WET for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected dedicated BHSA expenditures under WET for all other funding sources for years 1, 2, and 3.

Row 35, Dedicated MHSA WET funds:

Columns C, D, and E, enter the projected dedicated MHSA expenditures under WET for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected dedicated MHSA expenditures under WET for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected dedicated MHSA expenditures under WET for all other funding sources for years 1, 2, and 3.

Row 36, Capital Facilities and Technological Needs (CFTN):

Columns C, D, and E, enter the projected expenditures for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected expenditures for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected expenditures for all other funding sources for years 1, 2, and 3.

Row 37, Dedicated BHSA CFTN funds:

Columns C, D, and E, enter the projected dedicated BHSA expenditures under CFTN for BHSA funding for years 1, 2, and 3.

Columns F, G, and H, enter the projected dedicated BHSA expenditures under CFTN for FFP for years 1, 2, and 3.

Columns I, J, and K, enter the projected dedicated BHSA expenditures under CFTN for all other funding sources for years 1, 2, and 3.

Row 38, Dedicated MHSA CFTN funds:

Columns C, D, and E, enter the projected dedicated MHSA expenditures under CFTN for BHSA funding in years 1, 2, and 3.

Columns F, G, and H, enter the projected dedicated MHSA expenditures under CFTN for FFP in years 1, 2, and 3.

Columns I, J, and K, enter the projected dedicated MHSA expenditures under CFTN for all other funding sources in years 1, 2, and 3.

Row 39, Innovative BHSS Pilots and Projects:

Columns C, D, and E, enter the projected expenditures for BHSA funding in years 1, 2, and 3. Innovative projects that qualify will be ones that are used to test new approaches to improve mental health outcomes and counties will no longer be required to encumber funds. It must meet the criteria outlined in the [BHSA policy manual](#), Chapter 6, Section B.7.2 and Chapter 7, Section A.6. Please refer to the screenshot below for help in identifying which areas to complete.

Dedicated BHSA CF/TN funds	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Dedicated MHSA CF/TN funds	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Innovative BHSS Pilots and Projects	\$	-	\$	-	\$	-														
Subtotal (auto-populated)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

Row 40, Subtotal (auto-populated):

Columns C-K, no entry, these columns will be auto-populated by the sum of the values above.

BHSS Admin Information

Please refer to the screenshot below for help in identifying which areas to complete.

BHSS Administrative Information	Year 1	Year 2	Year 3
Behavioral Health Services and Supports Administration	\$ -	\$ -	\$ -
Total Behavioral Health Services and Supports Expenditures (auto-populated)	\$ -	\$ -	\$ -
BHSS Prudent Reserve Transfer Information	Year 1	Year 2	Year 3
Transfers into BHSS component from Local Prudent Reserve	\$ -	\$ -	\$ -
Transfers out of BHSS component into Local Prudent Reserve	\$ -	\$ -	\$ -

Row 42, BHSS admin: Enter the projected expenditures for BHSS administration for years 1, 2, and 3 in columns C, D, and E.

Row 43, Total BHSS Expenditures: No entry, this is overall BHSS expenditures calculated by adding Rows 40 and Row 42.

BHSS Transfer Information

Please refer to the screenshot below for help in identifying which areas to complete.

BHSS Administrative Information	Year 1	Year 2	Year 3
Behavioral Health Services and Supports Administration	\$ -	\$ -	\$ -
Total Behavioral Health Services and Supports Expenditures (auto-populated)	\$ -	\$ -	\$ -
BHSS Prudent Reserve Transfer Information	Year 1	Year 2	Year 3
Transfers into BHSS component from Local Prudent Reserve	\$ -	\$ -	\$ -
Transfers out of BHSS component into Local Prudent Reserve	\$ -	\$ -	\$ -

Row 45, Transfers into BHSS component from local PR: Enter the amount of funds going into BHSS from the PR for years 1, 2, and 3, in columns C, D, and E. For more information about administration costs, please refer to the [BHSA policy manual](#), Chapter 6, Section B.8.2.2 Indirect Costs.

Row 46, Transfers out of BHSS component into local PR: Enter the amount of funds leaving BHSS component going into the PR for years 1, 2, and 3, in columns C, D, and E.

Behavioral Health Services and Supports Validation

Row 48, BHSS Funds Early Intervention Expenditures/Total BHSS Funding: No Entry, this is the proportion of funds dedicated to Early Intervention programs and services which will be auto-populated from rows 29 and 24. This amount should be greater than or equal to 51% of BHSS funds.

Row 49, Youth-Focused Early Intervention Expenditures/Total Allocated Early Intervention Funds: No Entry, this is the proportion of funds dedicated to individuals

aged 25 and under which will be auto-populated from row 30 and 29. This amount should be greater than or equal to 51% of early intervention funds.

Projected Individuals to be Served (Unduplicated)

Please refer to the screenshot below for help in identifying which areas to complete.

Behavioral Health Services and Supports Validation (auto-populated based on inputs above)	Year 1	Year 2	Year 3
BHSS Funds Early Intervention Expenditures/Total BHSS Funding (2)	#DIV/0!	#DIV/0!	#DIV/0!
Youth-Focused Early Intervention Expenditures/Total Allocated Early Intervention Funds (3)	#DIV/0!	#DIV/0!	#DIV/0!
Projected Individuals to be Served (Unduplicated)	Year 1	Year 2	Year 3
Eligible Children/TAY	#	#	#
Eligible Adults/Older Adults	#	#	#

Row 51, Eligible Children/TAY: Enter the number of projected individuals to be served under Children/TAY.

Row 52, Eligible Adults/Older Adults: Enter the number of projected individuals to be served under Adults/Older Adults.

8. BHSA PLAN ADMINISTRATION

BHSA Plan Administration Overview

Counties will report their projected expenditures for their BHSA Plan Administration. BHSA plan administration includes BHSA funding used to help cover the infrastructure and activities required to manage BHSA programs, budgeting, oversight, reporting, and stakeholder engagement. Counties will use the funds in a way that follows the guidelines set in the [BHSA policy manual](#), Chapter 6, Section B.8.1.

The BHSA Plan Administration tab will be used to report the following information:

- Total expenditures for IP administration and monitoring.

b. Administration information validation.

The county will complete **Table Eight: BHSA Plan Administration**. Please complete this section before moving on to tab 9.

BHSA Plan Administration Instructions

All administrative expenditures must follow the guidelines set in the [BHSA policy manual](#), Chapter 6, Section B.8.1.

IP Administration and Monitoring.

Please refer to the screenshot below for help in identifying which areas to complete.

Table Eight: BHSA Plan Administration			
INTEGRATED PLAN ADMINISTRATION AND MONITORING	Year 1	Year 2	Year 3
Total Projected Improvement and Monitoring Expenditures	\$ -	\$ -	\$ -
Total Projected County Integrated Plan Annual Planning Expenditures	\$ -	\$ -	\$ -
New and Ongoing Administrative Costs	\$ -	\$ -	\$ -
Administrative Information Validation			
Total Projected Annual Revenues of Local Behavioral Health Services Fund (populated by DHCS)	\$ -	\$ -	\$ -
Improvement and Monitoring Expenditures/Total Annual Revenues of Local Behavioral Health Services Fund (auto-populated)	#DIV/0!	#DIV/0!	#DIV/0!
Total Projected Planning Expenditures/Total Projected Annual Revenues for Local Behavioral Health Services Fund (auto-populated)	#DIV/0!	#DIV/0!	#DIV/0!
Supplemental BHT Implementation Funding (1)	\$ -	\$ -	\$ -

Row 30, Total Projected Improvement and Monitoring Expenditures: Enter the total dollar amounts of BHSA component allocations dedicated to improvement and monitoring activities for years 1, 2, and 3 in columns C, D, and E. This amount will be the total dollar amounts of BHSA component allocations dedicated to improvement and monitoring activities, such as plan operations, quality and outcomes, data reporting pursuant to WIC 5963.04, and monitoring of subcontractor compliance for all county behavioral health programs, including, but not limited to, programs administered by a Medi-Cal behavioral health delivery system, as defined in subdivision (i) of Section 14184.101, and programs funded by the Projects for Assistance in Transition from Homelessness grant, the Community Mental Health Services Block Grant, and other Substance Abuse and Mental Health Services Administration grants by year. Under WIC 5892 (e)(2)(B), the total amount of projected improvement and monitoring expenditures shall equal 2% or less of total projected annual revenues of the local behavioral health services fund for counties with a population over 200,000 or 4% of the total projected

annual revenues of the local behavioral health services fund for counties with a population of less than 200,000. Any costs that exceed that amount will be included in the governor's budget. These costs must be related to planning, oversight, reporting, contract oversight, etc.

Row 31, Total Projected County Integrated Plan Annual Planning Expenditures:

Enter the total dollar amount of BHSA component allocations dedicated to county Integrated Plan annual planning costs, including stakeholder engagement in planning and local Behavioral Health Board activities by year. Per WIC 5892 (e)(1)(B), this amount shall be 5% or less of total projected annual revenues of the local behavioral health services fund. Any costs that exceed that amount will be included in the governor's budget.

Row 32, New and Ongoing Administrative Costs: Enter the total dollar amounts for new and ongoing county and behavioral health agency administrative costs.

Administration Information Validation

Row 34, Total Projected Annual Revenues of Local Behavioral Health Services

Fund: No entry, DHCS will pre-populate this row based on the allocation methodology outlined in the BHSA County Policy Manual.

Row 35, Improvement and Monitoring Expenditures/Total Annual Revenues of

Local Behavioral Health Services Fund: No entry, this will be the proportion of funding used for improvement and monitoring and will be auto-populated from rows 30 and 34.

Row 36, Total Projected Planning Expenditures/Total Projected Annual Revenues

for Local Behavioral Health Services Fund: No entry, this will be the proportion of funding used for planning expenditures will be auto-populated from rows 31 and 34.

Row 37, Supplemental BHT Implementation Funding:

Counties Under 200,000: Enter any Improvement and Monitoring expenditures that exceed 4% of the total projected annual revenues of the Local Behavioral Health Services Fund, any County Integrated Plan Annual Planning expenditures that exceed 5% of the total projected annual revenues of the Local Behavioral Health Services Fund, and any new and ongoing administrative costs to obtain the input for this cell.

Counties Over 200,000: Enter any Improvement and Monitoring expenditures that exceed 2% of the total projected annual revenues of the Local Behavioral Health Services Fund, any County Integrated Plan Annual Planning expenditures that exceed 5% of the total projected annual revenues of the Local Behavioral Health Services Fund, and any new and ongoing administrative costs to obtain the input for this cell.

Table Eight: BHSA Plan Administration			
INTEGRATED PLAN ADMINISTRATION AND MONITORING	Year 1	Year 2	Year 3
Total Projected Improvement and Monitoring Expenditures	\$ -	\$ -	\$ -
Total Projected County Integrated Plan Annual Planning Expenditures	\$ -	\$ -	\$ -
New and Ongoing Administrative Costs	\$ -	\$ -	\$ -
Administrative Information Validation			
Total Projected Annual Revenues of Local Behavioral Health Services Fund (populated by DHCS)	\$ -	\$ -	\$ -
Improvement and Monitoring Expenditures/Total Annual Revenues of Local Behavioral Health Services Fund (auto-populated)	#DIV/0!	#DIV/0!	#DIV/0!
Total Projected Planning Expenditures/Total Projected Annual Revenues for Local Behavioral Health Services Fund (auto-populated)	#DIV/0!	#DIV/0!	#DIV/0!
Supplemental BHT Implementation Funding (1)	\$ -	\$ -	\$ -

9. PRUDENT RESERVE ASSESSMENT

PR Overview

Counties will report their estimated local PR max for each allocation component. Per WIC 5892(b) counties will be required to establish a local PR that has a maximum of 20% of their average BHSA allocations (25% for small counties). The PR is set up to help counties maintain essential services during periods of revenue decline. Counties will use the funds in a way that follows the guidelines set in the [BHSA policy manual](#), Chapter 6, Section B.3.

The PR tab will be used to report the following information:

- Estimated PR balance.
- PR Maximum.
- PR funds to be allocated to Housing Interventions, FSP, and BHSS.
- Excess PR funds to be allocated to BHSA components
- Auto-validation of contributions and distributions into and from local PR

The county will review **Table Nine: Estimated Local Prudent Reserve Balance**

Please review this section before moving on to tab 10.

PR Assessment Instructions

Row 18, Estimated Local PR balance at End of Previous Fiscal Year: No entry, these amounts will be taken from the BHSA transfers tab row 91.

Row 19, Estimated Local PR Maximum: No entry, these amounts will be taken from the BHSA transfers tab row 92. This amount will be calculated by taking an average of the last 5-year distribution and setting a 20% max of that average (25% for small counties).

Row 20, Excess PR Funds: No entry, this amount of excess PR funds will be populated by taking Row 18 minus Row 19.

Row 21, Total PR funds above PR maximum allocated to Housing Interventions: No entry, this amount will be taken from the BHSA transfers tab row 94.

Row 22, Total PR funds above PR maximum allocated to FSP: No entry, this amount will be taken from the BHSA transfers tab row 95.

Row 23, Total PR funds above PR maximum allocated to BHSS: No entry, this amount will be taken from the BHSA transfers tab row 96.

Row 24, Total Excess PR Funds allocated to BHSA Component Allocations: No entry, this amount will be calculated by taking the sum of rows 21-23.

Row 25: No entry, this row will validate whether all excess PR funds were allocated to BHSA components. If all excess PR funds are allocated to BHSA components, column C will read EQUALS. If not, all excess funds are allocated, column C will read DOES NOT EQUAL.

Row 26, Total Contributions into the Local PR: No entry, this amount will be calculated by taking the sum of the transfers of each component going into the Local PR entered on tabs 5, 6, and 7.

Row 27, Total Distributions into the Local PR: No entry, this amount will be calculated by taking the sum of the transfers leaving the PR into each of the components entered on tabs 5, 6, and 7.

10. BHSA SUMMARY

BHSA Summary Overview

The BHSA Summary will be used to report the following information:

- a. Allocation percentages for each component
- b. Year 1, 2, and 3 component allocations in dollars.
- c. Estimated MHSA unspent funds
- d. Estimated transfers into and from the PR in years 1, 2, and 3.
- e. Estimated total available funding in years 1, 2, and 3.
- f. Estimated total expenditures for years 1, 2, and 3.

Counties will complete Tables One through Nine prior to reviewing Table Ten. Data on other tables will auto-populate to **Table 10: BHSA Funding Summary**

BHSA Funding Summary Instructions

Row 22, Allocation Percentage, with Transfers: No entry, the base percentage for each component will be auto-populated from Table 4, row 38.

Row 23-25, Component Allocations: No entry, the amount allocated to each component for year 1, 2, and 3 will be auto-populated from Table 5, row 35, Table 6, row 22, and Table 7, row 24 respectively.

Row 28, 35, and 42, Estimated Unspent Funds from Prior Fiscal Years (Including MHSA Funds): No entry, these rows will contain the total amount of unspent funds from prior fiscal years. Row 28 will include MHSA funds populated from Table 3, row 37, and Table 4 row 46. Row 35, and 42 will be populated from taking the expenditures from the available funding from the previous year and subtracting it with the projected expenditures.

Row 29, 36, and 43, Estimated Component Allocations: No entry, these amounts will be auto-populated from the component allocations above.

Row 30, 37, and 44, Transfers Into PR: No entry, these amounts will be the total amount of funding being transferred from each of the BHSA component into the PR for years 1, 2, and 3. They will be auto-populated from Table 5, row 65, Table 6, row 42, and Table 7, row 46.

Row 31, 38, and 45, Transfers From PR: No entry, these amounts will be the total amount of funding being transferred out of the PR and into each BHSA component. They will be auto-populated from Table 5, row 64; Table 6, row 41; and Table 7, row 45.

Row 32, 39, and 46, Estimated Total Available Funding: No entry, this will be the estimated amount of available funding summing up the rows above (unspent funds, component allocations, and transfers into and from the PR).

Row 33, 40, and 47, Estimated Total Expenditures: No entry, the estimated expenditures will be auto-populated from Table 5, row 59, Table 6, row 39, and Table 7, row 43.