



ALAMANCE-CASWELL  
LOCAL MANAGEMENT ENTITY

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Chair, Area Board

February 2, 2007

**REQUEST FOR APPLICATIONS**

**for**

**Private Not-For-Profit Providers or Private For-Profit Providers  
for Identifiable One-Time Non-Reimbursed Costs Related to  
MH/DD/SAS Service System Transition and Transformation**

**Due Date: February 21, 2007**

The Alamance-Caswell-Rockingham LME is inviting **Private Not-For-Profit Providers or Private For-Profit Provider Organization** to submit an proposal to receive one-time non-UCR Mental Health Trust Fund (MHTF) dollars that have been reserved by the Division to assist providers to:

- (a) Build additional community capacity as services are divested by the LMEs and
- (b) Maintain financial stability during this growth period.

Each LME may apply for up to two one-time allocations, not to exceed \$35,500 per provider for this purpose. Approved funding will be allocated to the Alamance-Caswell-Rockingham LME, who will in turn contract with the qualifying provider organization based on both need and provider viability.

All funds requested by LME for this purpose must be awarded to qualifying providers to support strategies to assist these organizations in being reimbursed for identifiable staff, equipment, and/or program costs that are directly related to MH/DD/SAS System Transition and Transformation to serve identified State Plan target populations. Funding criteria will consider:

- (a) Need for the services locally,
- (b) Impact of the services on admissions to State facilities, and
- (c) Operational viability of the provider.

These costs may include one-time provider funding needs to:

- (a) Implement new and revised service definitions, and
- (b) Assist providers in transitioning to private provider operations as a result of LME divestiture.

Such transitional costs may include one-time equipment needs, minor facility modifications, start-up costs, staff training, supplementing staff costs until productivity increases, upgrade/acquisition of information systems for service documentation and billing, technical assistance for business planning, and partial buy-out of fringe benefits, such as retirement plans for LME staff moving to private service organizations which contract with the LME. Funds cannot be used for costs reimbursed by other funding sources.

All prospective funding for providers will require an evaluation by the LME and a recommendation in terms of provider type and level of services provided, number and type of consumers served, and

ongoing viability of the provider. LMEs should report the amount of funds that the provider needs in SFY 07. All LME recommendations for MHTF funding to qualifying provider organizations are required to be based on a fair and open assessment of need, and a recommendation process considering all qualifying providers. The Division will review all LME submissions and, within available resources, approve funding based on identifiable needs.

The LME will complete and submit the **LME Request for Mental Health Trust Fund (MHTF) Awards to Private Provider Organization(s)** on the required form, with requests for provider funding listed in priority order.

Applications must be received by the LME no later than 5:00 PM on Wednesday, February 21, 2007. The LME will submit the application to the Division of MH/DD/SA no later than 5:00 PM on Friday, February 23, 2007.

Send all applications directly to the LME at the following address:

**Attention: Amy Stevens  
RFA Coordinator  
Alamance-Caswell-Rockingham LME  
319-A N. Graham-Hopedale Road  
Burlington, NC 27217**

Participation in this request for application is optional. Responses to this request become the property of the Alamance-Caswell-Rockingham LME. The LME reserves the right to reject any and all applications. Submission of an application does not guarantee recommendation of funding by the LME, nor require the LME to enter into any contract.

**IMPORTANT NOTE: Providers are to submit the information indicated above to the LME. Following review of the proposals, the LME will complete and submit a recommendation summary to the Division, as applicable.**