



Promoting wellness and recovery

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TO: Board Executive Directors and CFOs
FROM: Daniel Schreiber, Deputy Director of Financial Management
DATE: July 1, 2020
RE: SFY 2020 Allocation Guidelines

DKS

The Ohio Department of Mental Health & Addiction Services (MHAS) is pleased to release the State Fiscal Year 2021 Allocation Guidelines. These Guidelines serve as the Department's guidance for the disbursement of certain allocations to local ADAMH boards and the accompanying programmatic and reporting requirements associated with these funds. These distributions come from several different funding sources, including state General Revenue and Dedicated Purpose funds (GRF and DPF) and federal awards. Along with the Guidelines, we are releasing "Attachment 1," the spreadsheet which details the exact amounts and specific funding sources for each recipient Board. Please read the guidelines for each funding source carefully, as each of them have different requirements based on state and federal policies and laws.

The full 040 Budget submission is due Friday, July 31. In order to reduce any potential delays in funding while keeping with statutory responsibilities, the Department requests that each Board submit the signed copy of their Assurances and Agreements, along with a letter that the Board will use the amounts as listed in the Allocation Guidelines for their budgeted purpose in compliance with state laws and regulations by **Wednesday, July 15th**. This submission will allow the Department to grant a provisional approval of the Board's budget. Please contact Daniel Schreiber with any questions you have, and we will provide any technical assistance to help you meet this important deadline. Also note that the extension of the community plan deadline for this fiscal year will remain September 15, 2020.

The 2021 040 Budget Template as well as associated documentation and training materials and recordings can be found [HERE](#) on the OhioMHAS website.

While the information and format of the Guidelines are largely the same, there are several items we would like to highlight:

1. The amounts listed on Attachment 1 are based on the amounts currently expected to be available to the Department. Due to the uncertain situation concerning the economic

impacts of the COVID-19 pandemic, available funding is subject to change throughout the year. The Department will communicate any necessary changes to the Guidelines and funding levels as quickly as possible if and when they arise.

2. The 336421 Continuum of Care appropriation line item will continue to contain both Board Allocation and Community Medication categories in order to provide Boards with flexibility based on local needs. Boards will be asked to complete a form at the start of the fiscal year allocating desired amounts between state disbursements and credit with Ohio Pharmacy Services. Any SFY20 funds that were not “cashed out” in the current year will be carried over as Ohio Pharmacy Services credit in FY21.

Please note that any funds carried over the fiscal year as a credit with Ohio Pharmacy Services will not be available to be cashed out in the subsequent fiscal year (*i.e.* FY20 funds carried into FY21 cannot be cashed out in FY21). The amounts of these credits will be provided in mid-July in order to inform decision-making.

3. The Grants and Funding Management System (GFMS) will continue to be the portal for grants and allocation funding from the State.
4. When budgeting any grant received from or through the State, budgeting and reporting should be based on the year the award was made. Notices of Sub-Awards (NOSAs) received, or expected to be received, in the SFY20 funding cycle should be budgeted as carryover on the SFY 2021 Budget. This will apply most notably to funding related to the State Opioid Response grant.

Thank you again for your work with us and the communities you serve. If you have any questions related to this information or anything else, please contact me at any time at Daniel.Schreiber@mha.ohio.gov or 614-644-8219.