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## Statement of Work

### **PURPOSE STATEMENT**

The purpose of this Contract is to promote recovery and resilience to individuals with a serious mental illness (SMI) or a serious emotional disturbance (SED) and to provide services that are in alignment with North Sound BHO's Strategic Priorities and in accordance with federal and state MHBG requirements.

### **Adults with SMI/Children with SED**

The Secretary of the Department of Health and Human Services (DHHS), through the Center for Mental Health Services (CMHS), Substance Abuse and Mental Health Services Administration (SAMHSA), will grant funds to states to establish or expand an organized community-based system for providing mental health services for adults with Serious Mental Illness (SMI) and children with Serious Emotional Disorder (SED). Providers must submit an application to North Sound BHO for these funds in accordance with the law for each fiscal year for which they seek MHBG funds.

#### **1. REPORTING REQUIREMENTS**

Contractor shall complete and submit a monthly expenditure report, Exhibit D.

Contractor shall provide progress report (Exhibit G) in a timely manner and any additional documentation as requested, in order to allow North Sound BHO to submit required progress and implementation reports to DBHR.

Contractor shall maintain documentation of the services described in this Contract, including documentation of related outcomes and actual costs.

#### **2. CONSIDERATION**

The consideration to be paid by North Sound BHO for the work to be provided by Contractor pursuant to this Contract shall not exceed \$600,861 for Federal Fiscal Year 2017-2018. The consideration by North Sound BHO to Contractor pursuant to this Contract shall be paid upon receipt of the expenditure report (Exhibit D) that meets the requirements of section D of the contract, in accordance with North Sound BHO's standard payment terms. Final billing under this contract must be submitted by July 15, 2018.

#### **3. PERMANENT SUPPORTIVE HOUSING/HOUSING STABILIZATION**

A housing agency will administer permanent supported housing services for mental health, and administration of the program.

Agencies will provide intervention and case management services to individuals diagnosed with SMI whose housing has become unstable.

Agencies will provide housing and case management services to SMI adults who are homeless and high utilizers of public systems.

The Housing Agencies will collect and report on the following outcomes:

1. **Housing Stability:** Number of participants who remain in housing at the end of the operating year or will exit to permanent housing (subsidized or unsubsidized) during the operating year.
2. The Agencies will work with the County to develop and administer client surveys in order to measure satisfaction and gather program feedback.
3. The Agencies shall achieve the following outcomes and report annually on them using the Fenn-Jorstad Self-Sufficiency Matrix (or other measure approved by the County):
  - a. Seventy-five (75) percent of clients will achieve the status of “safe” or “self-sufficient” in Housing; and
  - b. Seventy-five (75) percent of clients will achieve the status of “safe” or “self-sufficient” in Mental Health.

#### **Performance Measures**

Contractor shall report quarterly on the following performance measures:

1. Number of individuals served and receiving intensive case management
2. Referral Sources
3. Number of home visits
4. Identify community outreach efforts

#### **Outcome Measures**

Contractor shall report annually on the following outcome measures using the Self-Sufficiency Matrix:

1. Housing;
2. Mental Health; and
3. Access to Services.

#### **4. RECOVERY SUPPORT SERVICES**

The Growth Center is a program demonstrating recovery and resilience for persons with SMI in Snohomish County. It provides recovery oriented psychosocial, recreational and peer support needs to individuals with a mental illness, substance use and/or co-occurring disorders.

### **Performance Measures**

The Growth Center shall conduct and report the following measures annually.

1. A recovery assessment index tool will be used to evaluate individual and program effectiveness; and
2. Agency will solicit feedback from participants, stakeholders, and staff on a regular basis through groups such as community meetings and focus groups.

### **Outcome Measures**

The Agency shall measure the following outcomes monthly on a self-assessment survey and report annually on the outcomes. Recovery outcomes will include outcomes such as:

1. Increased coping skills;
2. Length of continued recovery and turnaround time following relapse;
3. Increased education/employment;
4. Decreased criminal justice involvement;
5. Increased social interaction;
6. Increased resources to sustain recovery; and
7. Increased length of continued abstinence.