



PUBLIC CHAPTER 1197

RESOURCE MAPPING OF SERVICES AVAILABLE TO CHILDREN

TENNESSEE COMMISSION ON CHILDREN AND YOUTH

FEBRUARY 2009 REPORT TO LEGISLATURE



STATE OF TENNESSEE
TENNESSEE COMMISSION ON CHILDREN AND YOUTH

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MEMORANDUM

TO: The Honorable Phil Bredesen, Governor
The Honorable Ron Ramsey, Lieutenant Governor
The Honorable Kent Williams, Speaker of the House
Members of the Tennessee General Assembly
Members of the Governor's Children's Cabinet

From: Linda O'Neal, Executive Director

Date: February 5, 2009

RE: Resource Mapping of Funding for Services for Children

As required by Public Chapter 1197, this memorandum transmits the Preliminary Report from the Tennessee Commission on Children and Youth on the status of implementation of efforts to map federal and state funding for services for children in Tennessee, due on February 15. We have convened a Resource Mapping Advisory Group of fiscal and programmatic representatives of the state departments serving children and other key stakeholders. We have also coordinated implementation of P.C. 1197 with implementation of P.C. 1062 creating the Council on Children's Mental Health. We have done this to assure coordination in implementation of related requirements for resource mapping.

Mapping the federal and state funding streams for services for children in Tennessee is a daunting task. We have been very appreciative of the thoughtful involvement of stakeholders across the departments as we have worked together to identify the most efficient and effective ways to collect data to provide meaningful information for public policy decisions.

This report includes a recommendation for a change in the reporting deadline for resource mapping information in future years from February 15 to April 15. As discussed in the report, April 15 is a more realistic deadline for producing meaningful and timely information.

As you review this report, we think you will see the great progress we have made and the great potential for resource mapping. If you are interested in receiving a briefing on this report individually or before committees, please contact me. We look forward to collaborating with the General Assembly in the use of information provided through the resource mapping process.



Public Chapter 1197

Creating a Resource Map of Services Available to Children

Executive Summary

Enacted in 2008, Public Chapter 1197 requires the Tennessee Commission on Children and Youth (TCCY) to design and oversee resource mapping of all federal and state funding streams that support the health, safety, permanence, growth and development, and education of children in Tennessee. The purpose of the resource map of services and programs for children is to assist the Governor and members of the General Assembly when developing policy, setting goals and making decisions regarding allocation of resources. P.C. 1197 directs state agencies to collaborate and coordinate in the resource mapping process.

The *February 2009 Report to the Legislature* provides an update on the status of P.C. 1197 implementation efforts to map federal and state funding of services for children in Tennessee.

Plan Implementation Status

Following extensive preliminary work carried out by the Resource Mapping Core Team, TCCY staff began planning for implementation of the new law. Commissioners and agency directors from all identified state departments and agencies that operate or provide funds for services for children in Tennessee were asked to send a programmatic and a fiscal representative to participate in the Resource Mapping Advisory Group. The Advisory Group met three times with approximately 50 people in attendance each time. Two workgroups, the Service List Workgroup and the Administrative Costs Workgroup, were created to address those specific issues.

Resource Mapping Template

Using the New Mexico Template as a guide (New Mexico being the only state that has already implemented statewide resource mapping of funding for services for children), TCCY staff dedicated many hours creating the Tennessee Children's Budget: Program Information Template. The Excel template will allow TCCY to electronically collect and compile data on all child-serving programs. The variety and level of detailed information collected through the template will allow TCCY to organize data and generate reports based on a range of different factors, for example, primary outcome focus, service location, targeted service recipient, programmatic focus.

Challenges

As TCCY staff and the Advisory Group continue their work on P.C. 1197, challenges for implementation have been identified. Tennessee's projected revenue shortfall presents significant staffing challenges. The lack of an online web portal/database to facilitate information captured across departments is another challenge. Finally, there are concerns around varying and/or unrealistic expectations of outcomes for the Resource Mapping Initiative.

Successes

In spite of these challenges, especially the staffing constraints, a tremendous amount of work has been accomplished toward full implementation of P.C. 1197. The level of collaboration and commitment from leadership in departments has been critical, and their institutional knowledge and contribution has been invaluable. A template for data collection is nearing completion and plans are in place for implementation of resource mapping.

Timeline

TCCY and the departmental collaboration have established a timeline for data submission and are on target to provide resource mapping data for fiscal years 2006-2007, 2007-2008 and 2008-2009 in the first full report to the General Assembly in 2010. The Advisory Group took into account the state budget cycle and has developed a recommendation to revise the annual reporting deadline from February 15 to April 15 in order to provide more meaningful and timely data.

Conclusion

TCCY staff and the Resource Mapping Advisory Group are fully engaged in the important and exciting process of fulfilling the requirements of P.C. 1197. It is a daunting but achievable and critical task. TCCY appreciates the commitment of all involved, the support of the Legislature in this endeavor and the opportunity to work with the Legislature, the Administration and others to accomplish the goal.



The Preliminary Report of the Tennessee Commission on Children and Youth on Public Chapter 1197 Creating a Resource Map of Services Available to Children

Overview

Children are our most valuable resource.

Molding and shaping our children's futures is not just the job of their parents and caregivers. It is the job of all citizens of our state to assure all parents and caregivers have the knowledge and support they need to provide for their children's health, safety and educational needs pre-birth through childhood and adolescence into young adulthood. As the agent of the people, state government provides leadership, direction and funding to assist parents and caregivers in providing these fundamental needs so all children may have more comparable opportunities to reach their maximum potential and all citizens of our state have bright and successful futures.

An array of services is provided through multiple departments of state and local governments and private agencies in Tennessee to meet the needs of children. However, interagency planning, collaboration and coordination of efforts to create a comprehensive vision and integrated service delivery plan across agencies is insufficient. The systems providing services for children are funded with public dollars from a host of federal and state funding streams, but too often lack coordination sufficient to maximize the efficiency and effectiveness necessary to achieve desired outcomes.

The purpose of Public Chapter 1197 is to develop a resource map of services and programs for children across the state to better inform the Governor and members of the General Assembly in developing policy, setting goals and making decisions regarding allocation of resources.

P.C. 1197 requires the Tennessee Commission on Children and Youth (TCCY) to design and oversee resource mapping of all federal and state funding streams that support the health, safety, permanence, growth and development, and education of children in Tennessee from conception

through the age of service receipt through the Department of Children’s Services (DCS). State departments are required to provide assistance in the process.

P.C. 1197 requires the Commission to update and maintain a current resource map of the funds used to support children in the state. This preliminary report, as required by the statute, discusses the efforts made toward implementation of the legislation, the status of the project and the challenges Resource Mapping faces in efforts to meet the goals of the legislation.

History

In September 2005 a delegation of members of the Select Committee on Children and Youth (SCCY) along with its executive director, the executive director of TCCY and a Deputy Commissioner with the DCS attended a Policy Institute in Chicago, Illinois. The Institute was sponsored by the National Conference of State Legislatures, in partnership with the National Governors Association and the Forum for Youth Investment. It focused on improving collaboration and coordination among child serving agencies. During multiple state meetings with a professional facilitator, the delegation acknowledged Tennessee has put in place many good initiatives, programs and services for youth, such as Coordinated School Health Program pilots, Children’s Advocacy Centers and Family Resource Centers. However, the implementation of such “good things” never seems to move from pilots to meet the level of need and/or statewide implementation.

Additionally, some system components (for example, alternative schools) are well distributed, but tend to vary widely in quality and effectiveness. Mental health services for children are another example where resources, service availability and access are technically in place; however, the reality of constituents’ experiences paints a significantly different picture, especially in terms of quality.

The overarching observations of the delegation were:

- across executive agencies and between the legislative and executive branches, we do not have a commonly understood or complete picture of what programs and services are in place, or what funding sources are available and how they are being utilized, and
- we do not have a means of identifying, describing and/or addressing gaps and duplications in services and programs between or among state departments, community-based providers, or different levels of government (i.e., local, state, and federal).

During the Policy Institute, attendees learned of efforts in other states to track resources and identify service needs. They reviewed models developed in other states. Missouri and Kentucky were the states that had put forth the most efforts toward resource mapping. As a result of

participation in the institute, New Mexico began resource mapping through a process that includes engagement of high-level state executive branch leaders.

As part of the Institute, the Tennessee delegation developed an action plan to create a survey of resources in Tennessee. Follow up planning called for seeking technical assistance from the Forum for Youth Investment and briefing the Governor, Legislators, and the Comptroller's office, among others, of the plan as more information was gathered and technical assistance received.

Over the course of 2006 and 2007, SCCY held hearings focused on coordination of services among state departments serving children. In particular, hearings focused on functions of the DCS Child Protective Services and Child Welfare Divisions and the availability of mental health services for children. The Select Committee provided leadership for the implementation of SJR 799 (passed in 2006). This resulted in a review of children's mental health services and needs. Conversations continued with the Forum for Youth Investment and Tennessee stakeholders.

The result of this process was submission of legislation in 2008 to implement resource mapping. SB 4012 (Black)/HB 3936 (S. Jones) was enacted without amendment as P.C. 1197. An amendment to the Appropriations Act of 2008 (P.C. 1203) included \$99,500 to fund resource mapping.

Plan Implementation Status

On June 13-14, 2008 following passage of the budget and adjournment of the General Assembly, members of the SCCY, executive directors of the committee and TCCY, a legislative budget analyst, and staff of DCS, the Administrative Office of the Courts (AOC) and the Governor's Office of Children's Care Coordination (GOCCC) attended a subsequent Forum for Youth Investment Policy Institute to learn more about resource mapping. The Tennessee attendees began developing an implementation plan for the resource mapping legislation. The Tennessee team from the Policy Institute later evolved into the Resource Mapping Core Team.

TCCY staff continued planning implementation of the new law. Efforts to establish a position to staff the project using funds appropriated in the budget began at the end of June. A position has been established but remains frozen due to the severe nature of the economic recession and declining state revenue.

Effective July 1, 2008, TCCY staff began collecting information on federal grants available for services to children to address the legislative requirement to identify funding for which the state is eligible but not receiving and why.

TCCY staff used the preliminary planning, began refining it and then met with the Resource Mapping Core Team to further develop the plan initiated at the Policy Institute in June 2008. The Core Team recommended creating a Resource Mapping Advisory Group with members

from state government departments, agencies and entities providing or funding both direct and indirect services to children in Tennessee. The Core Team proposed including both programmatic and budget personnel from each entity in order to have insight from both sides of the equation.

The Core Team also discussed the organization of the resource map. Funding information would be organized by outcome and function, with the capability of being organized by funding stream, type of service, location, and targeted recipients. Information would also be organized in age ranges. Services not age specific would be categorized by all children or all families.

A TCCY Statistical Analyst developed the template for the data collection tool. The template used in the New Mexico mapping process provided a starting point and served as a guide. Time frames for data collection were established. The time frame for the data collection will be the state fiscal year. Initial data collection should be for two fiscal years: FY 2006-2007 and FY 2007-2008. In subsequent years, the data will be collected for the most recent fiscal year.

The decision was made to collect expenditure data following the close of each fiscal year. Only expenditure data provides a clear picture of the state's commitment to children as budgeted amounts are only "plans from which to deviate." Especially in recent/current times, budget reductions have led to expenditures that may be substantially different from approved budgets. Efforts will be made to collect data for the two most recent fiscal years, FY 2006-2007 and FY 2007-2008, during initial data collection. This provides an opportunity to more quickly develop multi-year data to track changes in funding of services for children.

Invitation letters were sent in August 2008 to commissioners and agency directors requesting appointments to the Resource Mapping Advisory Group. Authorities were asked to appoint both program and fiscal staff. Invitations were sent to all identified agencies that operate or provide funds for services for children in the state. A list of Resource Mapping Advisory Group participants is included as Reference Document A.

Presentations on Resource Mapping requirements were made at a meeting of the GOCCC Steering Panel and the Children's Cabinet in August. The presentations were intended to increase the awareness of the resource mapping effort and to develop support for the process.

On August 20, 2008, the Core Team convened to review the work from the Policy Institute, subsequent Resource Mapping Core Team and TCCY work, and provided feedback to guide TCCY staff efforts.

On September 18, 2008, the first meeting of the Resource Mapping Advisory Group was held. Members of the committee heard remarks from Senator Diane Black and Representative Sherry Jones, prime sponsors of the legislation. An overview of P.C. 1197, its requirements and preliminary planning completed by the Core Team and TCCY staff were presented. Staff of the

Legislative Budget Office and SCCY commented on the value and importance of the project and how the process began. A draft of the template tool and service list for data collection was presented and feedback solicited from the group.

After the September meeting, TCCY staff continued developing the data collection template and service list. Staff also attempted to receive an exception to the hiring freeze for the position funded in the appropriations bill and authorized by passage of this Act. TCCY staff also explored the possibility of receiving funding for a project to establish a web portal to facilitate data collection for resource mapping.

The Resource Mapping Advisory Group met again on October 28, 2008. Staff presented the possibility of obtaining grant funding for a web portal for data collection, which the Group supported. Detailed discussion about the service list with the Advisory Group included concerns about duplications and the length of the service list. Most of the discussion centered on how administrative costs were accounted for in the template. If administrative costs are included as part of the service cost, more funding would appear available for service provision than actually exists. The Group also discussed necessary changes to the template. No timeline was established for data collection due to the extent of changes needed to the template. Two work groups were created, one to resolve issues on the service list itself, and another to identify an acceptable way to account for administrative costs.

TCCY staff pursued the funding opportunity for a web portal, including a presentation to the committee with approval authority for such efforts. Prior to the TCCY presentation, an announcement was made that, due to the state's budget situation, no additional projects would be funded in the foreseeable future.

TCCY staff had subsequent discussions with Department of Human Resources (DOHR) staff regarding an exception to the hiring freeze. Ultimately, as even higher reduction plans were required of state agencies because of revenue shortfalls, the resource mapping position was included in TCCY's second tier of funding reduction recommendations. Therefore, the position remains frozen and will not be filled unless funding is continued in the budget for FY 2009-2010.

The workgroups, established to complete the service list and resolve the administrative cost issues, were to meet and identify recommendations for the Resource Mapping Advisory Group. The meeting scheduled for December 9, 2008, was rescheduled for January 16, 2009, to allow time for the workgroups to complete their tasks. The postponement also coincided with fiscal staff requirements to prepare plans for budget reduction options.

The Service List Workgroup was formed to review and edit the list in order to generate a more concise and comprehensive list. Each agency was strongly encouraged to have a representative participate in the workgroup. At its first meeting November 21, 2008, the group began

discussing the most effective way of reviewing the service list. They met again January 6, 2009, to continue work and provide recommendations for consideration by the Resource Mapping Advisory Group on January 16, 2009.

The Administrative Costs Workgroup, made up primarily of departmental fiscal staff, was unable to meet in November/December due to time required to develop recommended reductions for the state budget. Via email, members discussed implications of administrative costs and recommended focusing data collection on service delivery, especially grants and contracts.

The Resource Mapping Advisory Group met on January 16. The data collection template was demonstrated and the Service List and Administrative Costs Workgroups both presented recommendations. It was determined each department will develop a service list based on the programs and services it provides. After data are collected, the Service List Workgroup may provide assistance in grouping services for data analysis. The focus of data collection will be on programmatic costs and funding for services. Administrative costs will not be included. It is virtually impossible to tease out administrative costs in areas such as information systems, human resources, fiscal/accounting, legal, etc., and accurately allocate them to individual programs and services for children.

Resource Mapping Template

A critical component of Resource Mapping is the data collection tool to be completed for all programs serving children and youth, from birth to age 24 and their families. Using the New Mexico Template as a guide, TCCY staff dedicated many hours to creating the **Tennessee Children's Budget: Program Information Template**. The Tennessee Template is designed to exceed the New Mexico Template in the detail and amount of information it collects.

The template will allow TCCY to collect and compile data electronically on all the different child-serving programs. The template begins with comprehensive notes, including a brief history of P.C. 1197. In Excel format, can be completed and submitted electronically. The template is designed with easy to use dropdown and text narrative data entry fields. To further simplify the tool, the instructions provide the user with a step-by-step guide through each section of the template. A copy of the instructions and the "Program Information Template" are included as Reference Document B.

The first section of the template is Program Description, including a brief description and purpose of the program. Also in this section, the user identifies the primary service provided through the program from a comprehensive list of services. In an effort to offer the most consolidated list, the user will select the program's primary service from a list specific to his/her state agency. A relatively comprehensive list of services currently being used to guide the development of the service list for each department is attached as Reference Document C.

The next cell requests the user select the location of service delivery. Location options include:

- Home;
- Community site;
- School;
- Provider's office;
- Residential placement;
- Continuum.

The user will select the primary setting and will have an option to also indicate a secondary setting. Continuum will be listed as the primary location for service delivery and will not be an option for a secondary setting when applicable, primarily DCS services.

The user also selects the primary targeted service recipient from the following choices:

- Community at large;
- Family;
- Group of children;
- Individual child.

The next question in this section asks the user to select one area that best captures the intended outcome of the program. It includes five outcome areas, and the instructions include example programs for each outcome area to help the user identify the appropriate Primary Outcome area:

- **Safe** (Examples: Home Visitation, bullying prevention, suicide prevention, child protective services, accident prevention);
- **Healthy** (Examples: immunizations, crisis response, mental health case management, intensive case management, outpatient sex offender treatment, substance abuse prevention, substance abuse intervention);
- **Educated** (Examples: Head Start, regular education, special education);
- **Supported and Nurtured** (Examples: income supports, probation, foster care, youth development centers);
- **Engaged** (Examples: mentoring, teen courts, after school programs, 4H).

The final cell in the Program Description section addresses Programmatic Focus. The user selects one of six different choices and the instructions include descriptions and examples for each Programmatic Focus:

- **General services:** Services to promote the healthy development and education of *All Children* (Examples: regular education, immunizations, health services);

- **Universal prevention:** Services for *All Children* to promote positive outcomes (Examples: substance abuse prevention, bullying prevention, suicide prevention, accident prevention, after school programs, 4H, sports, arts, music);
- **Targeted prevention:** Services for *Children At Risk* of adverse outcomes (Examples: income supports, Home Visitation, Head Start, mentoring, special education);
- **Early intervention:** Services for Children who have life circumstances or have exhibited behaviors, which if addressed early, can remediate problems and avoid the need for additional interventions (Examples: Life skills training, mentoring);
- **Moderate intervention:** Services for Children who have needs that require intervention in order for them to continue to function in the community (Examples: crisis response, mental health case management, probation, child protective services, foster care, outpatient substance abuse treatment);
- **Intensive intervention:** Services for Children who require intensive or long-term intervention for them to remain in the community or because they cannot function in the community because they are a risk to themselves or others (Examples: youth development centers, outpatient sex offender treatment, intensive case management, residential treatment).

The next section of the template addresses the Eligibility Criteria for Programs. The user specifies the age parameters of children served through the program by selecting an age range or school grade levels as follows:

Overall: 0 – 24 to address the needs of children transitioning from children’s to adult service systems

<u>Ages</u>	or	<u>Surrogates for Age</u>
• 0 – 5		Conception – Pre-K
• 6 – 13		K – 8th Grade
• 14 – 17		High School
• 18+		Transition to Adulthood*
• All Children		
• Families		

*The upper age for the 18+ age group varies by program (for example, Medicaid is under 21, special education is under 22, children in custody is through 24).

“All Children” would be used for programs focused on children that cannot be separated by age. “Families” would be used for programs focused on families and not easily/reasonably separated by age, such as Temporary Assistance for Needy Families (TANF), housing, family literacy, family resource centers and grants specifically for families with children addressing individual issues of the parents (substance abuse, mental health, domestic violence).

The user lists additional specific eligibility requirements if the program is not available to all children. If the program is not available statewide, the user selects one or more from a list of all Tennessee Counties. If income is an eligibility requirement, the user must specify the relevant income parameters. A final narrative block is available in this section for the user to enter any other eligibility requirements of the program.

The Children Served section asks the user to identify the number of children eligible and the number of children served by fiscal year, allowing the user to enter an estimate or actual number for each. There is also a cell requesting an explanation of how the number is determined.

The Funding section of the template asks programs to identify the amounts of all funding sources, including federal, state and other. Programs identify actual expenditures for the fiscal year. Data collection will begin with the most recent fiscal year, FY 2007-2008, with data for FY 2006-2007 added later in the year. Data for subsequent fiscal years will be added until five years of data have been collected. From that point forward, data for the oldest year will drop off as data for the new fiscal year is added. The funding history cell allows the user to explain significant variations such as increases and decreases in funding between years and the reason for the variation and/or impact on the program. The user is asked to identify if there are federal or state statutes governing the program and if there is a match requirement, indicating federal and state match. Also included is the option to enter other match when required for foundation or other non-governmental funds.

The final section of the template is Notes and Descriptions. Agencies are asked to explain their estimation methodology. A description of measures in place for determining the effectiveness/ results is included in this section. The final cell of the template, Other Notes, is available for any other notation regarding all the funding sources and/or programs.

The diversity and detail of information collected through the template will allow TCCY to generate reports based on a variety of factors. Collection of data through this Excel template will enable it to be sorted by virtually any data element. The template will permit identification of funding for similar services by different departments. A comparison of the focus of programs can be presented to determine the balance in funding for prevention and early intervention versus moderate and intensive intervention. This could provide insights regarding whether there is a need for reallocation of funding for maximum benefit.

Challenges

Staff Resources

Staffing challenges for the resource mapping initiative are among the greatest impediments to full implementation of P.C. 1197. Due to the statewide hiring freeze, DOHR has not approved an exception to the hiring freeze so TCCY could employ a highly qualified person to staff this

project. The vast amount of work accomplished has been completed by assigning additional work to TCCY employees and to staff in other departments serving children. Tremendous strides have been made toward implementation of resource mapping, but other responsibilities are suffering. At some point, this could have a serious impact on other tasks and even potentially jeopardize other funding.

The State's projected revenue shortfall for FY 2008-2009, the impact of the Voluntary Buyout Program in 2008, and the concurrent implementation of the Edison system have added unanticipated challenges. A critical issue resulting from the Voluntary Buyout is limited departmental staff to undertake the data entry required by resource. The FY 2008-2009 state budget is \$468 million less than the previous fiscal year, with the Voluntary Buyout Program a substantial part of that reduction.

Ultimately, as even higher reduction plans were required because of revenue shortfalls, the resource mapping position was included in TCCY's second tier of funding reduction options. Therefore, the position will not be unfrozen or filled unless funding is continued in the budget for FY 2009-2010.

Data Collection

The lack of an online web portal/database to allow departments to consistently capture information across systems is another challenge. As previously mentioned, TCCY engaged in preliminary conversations and meetings with the Office for Information Resources (OIR) to discuss the possibility of receiving a grant for the development of this application. Efforts were proceeding positively until limits in state resources eliminated funding for this effort. The meeting when TCCY presented the request for this application began with an announcement no new projects could be funded because of the revenue shortfall. In an effort to simplify the process, TCCY staff and the Advisory Group will continue to explore opportunities for information technology support for collecting data from state agencies. As a possible alternative, members of the Advisory Group suggested looking at ways of utilizing Edison as the web-based tool for entering the data by expanding the financial application of Edison to include information that would be provided by all or some of the data elements in the Template. However, prospects for this may be slim.

Expectations

One challenge may simply be varying expectations of outcomes for this initiative. Currently, New Mexico is the only other state that produces broad based resource mapping in children's services. TCCY has built upon the New Mexico model to meet the spirit of the Tennessee legislation and ensure the information captured is adequately presented in an easy to understand format. Current planning in Tennessee calls for substantially more specificity in data collection

than what has been implemented in New Mexico. The increased level of reporting adds substantial challenges. Those involved with the writing and passage of the legislation could have expectations that the report will capture information or provide data beyond what is feasible. Resource mapping will provide substantial information about funding of services for children. It is not a service inventory, such as those maintained by 211 or TennHelp.com, though the level of specificity in data collection may permit some level of analysis/data presentation similar to a service inventory.

Successes

Collaboration

The Resource Mapping initiative has had much success in a very short amount of time without additional financial or human resources. One of the greatest successes is the collaboration of all departments required to be involved. One must appreciate the level of commitment demonstrated by the quality of representation and level of contribution provided by departments. The institutional knowledge and contribution has been invaluable.

Template

Extensive work has been completed with the development of a template for data reporting. Staff in New Mexico has been very willing to share information with TCCY. A TCCY statistical analyst used the New Mexico database template as a model and has developed a Tennessee Template to incorporate the information required by P.C. 1197 and/or requested by the Tennessee Resource Mapping Advisory Group and the Resource Mapping Core Team.

Timeline

TCCY and the Resource Mapping Advisory Group are developing a timeline for reporting. The Advisory Group discussed the impact of the state budget cycle on realistic timelines for preparing the report, particularly in terms of when existing staff can reasonably enter data to populate the template. The following presents the traditional state budget calendar requirements for fiscal staff:

Traditional State Budget Calendar

- | | |
|----------------------|---|
| • June – August | Close out requirements for departmental budgets |
| • August – September | Preparations for next year’s budget |
| • October-November | Budget hearings – Governor and Finance & Administration |
| • October-November | State budget for previous fiscal year closed |
| • January | Final TennCare budget closure |
| • February-March | Budget hearings - Legislature |

An exception from the traditional calendar occurred in December 2008 when state agencies were asked to submit a revised budget based on the revenue shortfall. With such a full calendar, budget officers were left with very limited time to commit to submitting the necessary information for Resource Mapping. The best windows for data entry this year appear to be April/May and December/January.

Current plans for the Resource Mapping effort call for departments and agencies to complete the FY 2007-2008 data first and submit it to TCCY. This will provide TCCY with the opportunity to begin data analysis and see if there are issues with the template that need to be addressed. FY 2006-2007 data will be submitted at a later date.

The current plan then calls for submission of FY 2008-2009 data in late 2009 or very early 2010. This would put the Resource Mapping process on track for submission of a first complete report to the General Assembly in 2010. However, it is virtually impossible to meet a February 15 reporting deadline and include data from the most recent past fiscal year. Therefore, the recommendation is for a change in the reporting deadline in the statute from February 15 to April 15. This would provide a more realistic timeline to produce data and provide it prior to the time when the General Assembly would be likely to act on the budget.

As data are submitted, TCCY will work with other stakeholders to determine the best ways to present meaningful data from the Resource Mapping process.

Conclusion

With the cooperation of other state agencies and departments, TCCY will continue to make progress on the Resource Mapping Initiative within the limited available resources. If the resource mapping process proceeds as outlined in this report without major problems, the first full report should be available to the General Assembly by April 15, 2010, with data from the three most recent fiscal years included in the report.

Reference Document A
Resource Mapping Advisory Group Participant List



STATE OF TENNESSEE
**RESOURCE MAPPING ADVISORY GROUP PARTICIPANT LIST
BY DEPARTMENT**

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February 3, 2009

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- Pam Hancock, Director of Finance Department
- Elvira Newcomb, Juvenile Court Program Specialist
- Leslie Kinkead, Court Improvement Coordinator

Department of Children's Services (DCS)

- Bonnie Hommrich, Deputy Commissioner
Protection and Permanency
- Lane Simpson, Director
Independent Living Program/Transitional Living
- Doug Swisher, Budget Director

Department of Correction

- Jesse Neely, Administrative Assistant to
Commissioner
 - Vanessa Langston (Alternate)
- Patrick Ryan, Assistant to Assistant
Commissioner/Administration

Department of Economic and Community Development

- Paul VanderMeer, Administration and Policy
Administrator

Department of Education (DOE)

- Robert Greene, Deputy Commissioner
 - Penny Griffith, Assistant to Robert Greene
(Alternate)
 - Janice Mann,
Executive Administrative Assistant
(Alternate)
- Bruce Opie, Director of Legislation and Policy
 - Barbara Floyd, Assistant to Bruce Opie
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Department of Finance and Administration (F&A)

- Mark Bengel, Chief Information Officer
- Pat Dishman, Director
Office of Criminal Justice Programs
- Jamie Etheridge, Deputy Chief Information Officer
Office for Information Resources
- Kay Gunckel, Director
Consumer and Family Services
Division of Mental Retardation Services
- Melinda Lanza, Director of Budget
Division of Mental Retardation Services

Department of Health (DOH)

- Dr. Veronica Gunn, Chief Medical Officer
- Eugene Neubert, Assistant Commissioner

Department of Human Services (DHS)

- Kerry Mullins,
Director of Research and Performance Management
Division of Adult and Family Services
- Jeff Roberts, Assistant Commissioner
 - Rick Brown (Alternate)

Department of Labor and Workforce Development

- Sterling VanDerSpuy, Director,
Workforce Development Division
- James M. Roberson, WIA Fiscal Liaison

**Department of Mental Health and Developmental
Disabilities (DMHDD)**

- Richard Edgar, Director of Child and Youth
Special Populations
- Taryn Sloss, Director
Program Development
- Katie Williams Stromei,
Administrative Services Assistant 5

Department of Safety

- Coleman Hanna, Contract Services Coordinator
Fiscal Services Division
- Dereck Stewart, Captain
Planning and Research Division

TennCare

- Susie Baird, Director of Policy
Bureau of TennCare
 - Katie Lamb, Assistant Director of Policy
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Bureau of TennCare
 - Marti Coleman (Alternate)
Bureau of TennCare
- Scott Pierce, Chief Financial Officer
Bureau of TennCare

Department of Transportation

- Jim Boggess, Assistant Director of Finance
- Christin Hayes, Special Assistant to Chief Engineer

Governor's Books from Birth Foundation

- Mary Elizabeth Ikard, Communications Director

Governor's Office of Children's Care Coordination (GOCCC)

- Kim Crane Mallory, Policy Analyst
- Susan M. Miller, Epidemiologist
- Mary Rolando, Policy Analyst
- Stephanie Shapiro, Statistical Research Specialist

Select Committee on Children and Youth (SCCY)

- Cindy Perry, Executive Director

Shared Services Solutions

- Allen Staley, Operations Director

Tennessee Arts Commission

- Rod Reiner, Deputy Director

Tennessee Center for Child Welfare (TCCW)

- Daryl Chansuthus, Executive Director
 - Bryn Bakoyema, Organizational Effectiveness Director (Alternate)
- Tammy Wiseman, Finance & Operations Director

Tennessee Council on Developmental Disabilities

- Wanda Willis, Executive Director
 - Alicia Cone (Alternate)

Tennessee General Assembly

- Diane Black, Senator
Tennessee State Senate
- Sherry Jones, Representative
Tennessee House of Representatives
- Anastasia P. Campbell
Office of Legal Services
- David Thurman, Director
Office of Legislative Budget Analysis
- Roark Brown, Budget Analysis Specialist
Office of Legislative Budget Analysis
- Stephen Kriegish, Director
Legislative Information Services

Tennessee.gov – NIC

- Stephanie Dennis, Project Manager

Tennessee Higher Education Commission

- Katrina Miller, Director of Academic Affairs
- Stephanie Steele, Assistant Director of Fiscal Policy and Facilities Analysis
- Bettie Teasley, Director of Academic Affairs and Interagency Grants

Tennessee Housing Development Agency (THDA)

- Patricia Chatman, Deputy Executive Director
- Trent Ridley, Chief Financial Officer

Tennessee Information Resources Office

- Sandra Farrington, State Portal Manager

Tennessee Secretary of State

- Judy Bond-McKissack, Legal Counsel
- Mark Wood, Fiscal Director

Tennessee State Comptroller

- Greg Cothron, Staff Attorney
Tennessee State Audit
- Karen Hale, Contract Review Administrator
Office of Management Services
Comptroller Procurement Oversight
- Nneka Gordon, Associate Legislative Research Analyst II

Tennessee Commission on Children and Youth (TCCY)

- James Ford, Commission Member
- Linda O'Neal, Chair
Executive Director
- Pam Brown, KIDS COUNT Director
- Richard Kennedy, Director of Field Operations
- Narendra Amin, Statistical Analyst
- Kyle Balduf, Student Intern
- Sumita Banerjee, Policy Advocate
- Emel Eff, Statistical Research Specialist
- Steve Petty, Legislative Specialist

Other Participants

Americhoice

- Mary-Linden Salter, Director of Network Services

University of Memphis

- Peggie Russell, Community Resource Specialist
Operation Safe Community Liaison
Center for Community Neighborhood Building and Action
School of Urban Affairs and Public Policy
 - Robin Harwell, (Alternate)
Resource Specialist
Shelby County Government
Office of Early Childhood and Youth

Reference Document B
Instructions and Program Information Template



Tennessee Children's Budget Program Information Template

Public Chapter 1197 was enacted by the 105th Tennessee General Assembly to develop a Tennessee children's resource map of services and programs across the state agencies and systems, their funding sources, target populations, performance measures and intended outcomes to better inform the Governor and members of the General Assembly in developing policy, setting goals, and making decisions regarding allocation of resources.

Public Chapter 1197 requires the Tennessee Commission on Children and Youth to design and oversee a resource mapping of all federal and state funding streams that support the health, safety, permanence, growth, development and education of children in Tennessee from conception to the age of majority. Public Chapter 1197 further states: "The comptroller of the treasury and each department of state government or agency in the state of Tennessee shall provide assistance upon request to the Commission in effectuating the purpose of this act."

A Program Information Template is to be completed for all programs that serve children and youth, birth to 24 and their families. The template is in an *Excel format*. Please complete and return the template electronically. The template is designed with easy to use dropdown and text narrative data entry fields. Please read the instructions below carefully and fill in ALL cells appropriately. If information relative to your program is not contained in the dropdown menu, provisions have been made to manually enter data; where appropriate (instructions below). Upon completion of each individual template entry, first save the file using - Excel File Save **and then** with "Save Entered Data" button at the bottom of the "Survey" worksheet (This saves the entered data to a secure region of the worksheet and therefore *it is imperative not to skip this step to avoid data loss*); **then save the workbook file again using Excel File Save** and you may email the file using the button at the top of the page. Using these buttons will save it in the directory that it was opened from and email it to the Commission representative.

If you have not already done so, save a copy of the Program Information Template to your hard drive. You will use this as your master copy for each of the programs/initiatives you will report. For ease of retrieval, it is strongly advised that you establish a folder/subfolder system where you can store the completed copies of the various program templates for your agency. Doing so will facilitate adding new information next year and access to the data provided by your template should any questions arise.

PLEASE READ ALL THE INSTRUCTIONS CAREFULLY BEFORE ATTEMPTING ANY DATA ENTRY!!

Note: Use of this template requires that macros are enabled. If you received an Enable Macros message when opening the template and did not select YES, close the template and reopen it, selecting Enable Macros at the appropriate time. If you did not receive an Enable Macros menu when opening the tool, set your MACRO SECURITY to medium using the following instructions.

SETTING MACRO SECURITY (Office 2003)

From the Excel menu bar select **Tools** - from the menu select **Macro** - from the menu select **Security** - select the **Medium** button

SETTING MACRO SECURITY (Office 2007)

On the **Developer** tab, in the **Code** group, click **Macro Security** (If the Developer tab is not displayed, click the **Microsoft Office Button**, click **Excel Options**, and then in the **Popular** category, under **Top options for working with Excel**, click **Show Developer tab in the Ribbon**.) Upon opening the file, "Security Warning Macros have been disabled" message is displayed. Select **Options** and **Security Alert - Macro window pop-up**. Activate the choice for "Enable this Content" and click **O.K.** button.

NAVIGATING THE TEMPLATE

The survey defaults to the Program Name field - begin here by entering the name of the specific program. After populating each field, use the **TAB** key to navigate through the template. As you reach each field, a pop-up box provides a description of the data required for that cell.

If the selected cell requires a dropdown selection, an arrow will be present on the right-hand side of the field.

If the selection choices in a dropdown field do not pertain to your program, you may use free-form entry. To activate free-form entry, make sure that the cursor is in the cell that you want to activate (mouse left click activates the field), and select the **FREE FORM ENTRY** button at the top of the page (**Note: using Free Form Entry in drop-down renders the drop-down to be null for future use and hence, use a new master workbook for more entries or resort to manual key-in entry using valid options for the FREE FORM ENTRY field in question.**)

The dropdown choices for Services Delivered is quite long. It is recommended that you print this list and refer to it while populating the template. You can access this list by selecting the link at the top of this page.

SAVING THE TEMPLATE AND COMPLETED DATA ENTRY

When the template is complete - select the **SAVE COMPLETED FORM** button (Alternatively, you can use Office Button (Excel) for saving the file). Before you use the **SAVE COMPLETED FORM** function place the cursor in any white area on the template. Failure to do this impedes the operation of the **SAVE COMPLETED FORM** function. This will save the form to the original directory in the following format (**State Agency acronym - program name i.e. DOH - Families First**). If you need to work on this template again; open it and commence at the point of furthering data entry. Use the "Save Entered Data" button located at the bottom of the "Survey" worksheet **ONLY** upon completion of all the data entries; with no pending entries/corrections. Please, **DO NOT** click this button more than once! This button invokes copy function to copy data to create an archived database within the worksheet. Also, **DO NOT** use this button unless all data is entered satisfactorily and ready to be archived; otherwise; data corruption may result with possible loss of data! If there is a need to save the file in midst of work session; use Excel function for saving file.

Tennessee Children's Budget

Program Information Template

EMAILING THE TEMPLATE

After saving the template, select the **EMAIL COMPLETED FORM** button. This feature only works with the GroupWise email client. If you do not use GroupWise AND/OR use of this button resulted in an error message, manually email the file as an attachment to Tennessee Commission on Children and Youth designee.

When using the automatic email feature, you may receive a message informing you that a program is attempting to send an email - select YES. DO NOT select NO.

Tennessee Children's Budget

Program Information Template

Program Description	
Primary Program Service Delivered	Data Entry Instructions: Use the printable service listing tab to print the list of services to guide your selection of services provided through the program. From the drop down menu identify the primary service provided through the program.
Describe the Program and it's Purpose	Briefly describe and identify the primary purpose of the program. For many programs, the name of the program does not indicate what the purpose of the program is, thus the need for a brief description of the program's purpose. Data Entry Instructions: 1-3 sentences describing the program purpose.
Enter Locations (up to two) for Service Delivery	Data Entry Instructions: From the primary drop-down identify the PRIMARY service delivery location (Home, Community site, School, Provider's office, Residential placement, Continuum). Enter SECONDARY location as applicable and appropriate from the drop-down list.
Targeted Service Recipient(s)	Data Entry Instructions: From the drop down menu identify the primary targeted service recipient (Community at large, Family, Group of children, Individual child).
Primary Intended Outcome	Select one Outcome that best captures the intended outcomes of the program. The five outcomes capture the results that we want to achieve for all children birth to 24 in Tennessee. The outcomes are: <ol style="list-style-type: none"> 1. All Children and Youth will be SAFE. 2. All Children and Youth will be HEALTHY. 3. All Children and Youth will be EDUCATED. 4. All Children and Youth will be SUPPORTED and NURTURED. 5. All Children and Youth will be ENGAGED. Data Entry Instructions: Select the Outcome most relevant to the program. <ol style="list-style-type: none"> 1. Safe (Examples: Home Visitation, bullying prevention, suicide prevention, child protective services, accident prevention) 2. Healthy (Examples: immunizations, crisis response, mental health case management, intensive case) 3. Educated (Examples: Head Start, regular education, special education) 4. Supported and Nurtured (Examples: income supports, probation, foster care, youth development centers) 5. Engaged (Examples: mentoring, teen courts, after school programs, 4H)
Programmatic Focus	Data Entry Instructions: Select the Programmatic Focus most relevant to the program. A. General Services: Services to promote the healthy development and education of All Children (Ex: regular education, immunizations, health services) B. Universal prevention: Services for All Children to promote positive outcomes (Ex: substance abuse prevention, bullying prevention, suicide prevention, accident prevention, after school programs, 4H, sports, arts, music) C. Targeted prevention: Services for Children At Risk of adverse outcomes (Ex: income supports, Home Visitation, Head Start, mentoring, special education) D. Early intervention: Services for Children who have life circumstances or have exhibited behaviors, which if addressed early, can remediate problems and avoid the need for additional interventions (Ex: Life skills training, mentoring) E. Moderate intervention: Services for children who have needs that require intervention in order for them to continue to function in the community (Ex: crisis response, mental health case management, probation, child protective services, foster care, outpatient substance abuse treatment) F. Intensive intervention: Services for children who require intensive or long-term intervention for them to remain in the community or because they cannot function in the community due to a risk to themselves or others (Ex: youth development centers, outpatient sex offender treatment, intensive case management, residential treatment)
Eligibility Criteria	
Ages Served	Specify the age parameters of children served through the program i.e. Age Groups/Surrogates for Age: 0-5/Conception - Pre-K, 6-13/K - 8th Grade, 14-17/High School, 18+/Transition to Adulthood", " All Children " is for programs that cannot be separated by age, " Families " is for Programs focused on families and not easily/reasonably separated by age: TANF, Housing, Family Literacy, Family Resource Centers, Grants specifically for Families with Children Addressing Individual Issues of the Parents (substance abuse, mental health, domestic violence); as applicable. * The upper age for the 18+ age group varies by the program.
All Children Served	Specify whether the program is available to all children. If the program has eligibility requirements, "NO" should be indicated. In the line following "NO", state the general eligibility requirements as appropriate.
Geographic Availability	Specify whether the program is available statewide or not. If it is not available statewide, indicate the county/counties where it is available. A printable TN counties list is available for ready reference, as well as counties 'list building' tool is provided in the "TN County Names Companion" Worksheet, supplemented with '3' step instructions for using the tool and copying self-populated county list. (For refreshing and clearing drop-down cell/s contents, Select cell/s to be cleared; mouse right click and choose clear contents from menu).

Tennessee Children's Budget

Program Information Template

Income Requirements	If income is an eligibility requirement, specify the relevant income parameters e.g.; Income ranges, Family size, Under-employment, etc. A drop-down for PLIS (Poverty Level Income Standard) is available for appropriately selecting a PLIS.
List Other Eligibility Requirements:	Specify any other eligibility requirements of the program.
Children Served	
Number of Children Served Numerator (Year 200x)	Identify the number of children served by the fiscal year. The percentage is calculated automatically for the latest fiscal year; for which this data is desired; based on the inputs.
Actual or Estimate	Select Actual or Estimate (for the numbers) from the drop down.
Eligible Population Denominator	Input Eligible Population Denominator for fiscal Year 200x.
Identify Eligible Population Source	Identify eligible population source from the drop-down (All Children Population, Waiting List, Prevalence Data)
Children Served Range	No data entry is required for this field (automatically populated field for size bucketing for reporting)
Children Served Calc Method	Explain how the number is determined. For example, is it based upon funded slots or number of children served. Describe any caveats to the numbers or the manner in which they are calculated.
Eligible Population 2008	No data entry is required for this field (automatically populated field)
% Of Eligible Population Served (Year 200x).	The served percentage of the eligible population for the most recent fiscal year is calculated automatically , based on the inputs for the children served and eligible population.
Funding	
Funding (Source, Source Description)	<p>Identify all sources of funding: federal, state and other from the drop-down. Identify what the funding source is. Identify <u>actual expenditures</u> for 2007. Identify <u>estimated actual expenditures</u> for 2008. For 2008 identify <u>appropriated</u> or <u>projected funds</u> . If the 2008 funds are projected, indicate in the cell below labeled "Notes on Estimation Methodology" how the projection was arrived at.</p> <p>Use the category of "Other" only for funds that are awarded to the state, flow through the department, and are managed by the department. "Other" could include such sources as foundations. [Note: These are NOT Inter-Departmental Funds]</p> <p>Fiscal Year: Specify whether the funding period goes by a federal, state or calendar year. Use the drop down menu to identify Federal or State or Other (NOT Inter-Departmental Funds)</p>
Funding History (Explain Variations in Funding between Years)	Explain significant variations such as increases and decreases in funding between years. Describe the reason for the variation and/or the impact of the increase or decrease on the program.
Federal & State Funding Statutes Governing Program	Identify the Act(s) that enable the program and for which there are either state or federal regulations that must be complied with.
Matching Requirements	If there is a match requirement, indicate "Yes" - all three - federal, state and "other" percent match fields are populated (automatically). Enter the applicable respective percentages as decimals and also enter the description name for the "Other" match in the cell right to the "Other Match Descript." header.
Notes and Descriptions	
Notes on Estimation Methodology	Use this cell to explain how any estimates or projections in any of the preceding cells were arrived at.
Effectiveness/Results of the Services/Funding	Describe the measures in place for determining the effectiveness/results of the services/funding.
Other Notes	This cell can be used for any other notations that you would like to make regarding all the funding sources and/or programs.

TCY - Children's Fund Master 01222009 [Compatibility Mode] - Microsoft E...

Home Insert Page Layout Formulas Data Review View Developer

Clipboard: Cut, Copy, Paste, Format Painter

Font: Arial, 10, Bold, Italic, Underline, Text Color, Background Color, Merge & Center


Alignment: Wrap Text, Merge & Center

Number: \$, %, #, 0, 00, >0

Styles: Conditional Formatting, Format, Cell, Formatting as Table, Styles

Cells: Insert, Delete, Format

Editing: AutoSum, Fill, Clear, Sort & Filter, Find & Select



Tennessee Children's Budget

Program Information Template

HOME PAGE | PRINTABLE SERVICES LIST | CLEAR ALL DATA FOR NEW | FREE FORM ENTRY | SAVE COMPLETED FORM | EMAIL COMPLETED FORM

PROGRAM NAME _____ **STATE AGENCY** _____ **DIVISION** _____

CONTACT NAME _____ **CONTACT EMAIL** _____ **CONTACT PHONE** _____ **PRIMARY PROG SERVICE DELIVERED** _____

ENTER PRIMARY / SECONDARY LOC. FOR SERVICE DELIVERY _____ **DESCRIBE THE PROGRAM AND IT'S PURPOSE (1 - 3 SENTENCES)** _____

PRIMARY INTENDED OUTCOME _____ **AGES SERVED** _____ **ALL CHILDREN SERVED** _____ **GEOGRAPHIC AVAILABILITY** _____ **INCOME REQUIREMENTS** _____

PROGRAMMATIC FOCUS _____ **TARGETED SERVICE RECIPIENT(S)** _____

LIST OTHER ELIGIBILITY REQUIREMENTS _____

CHILDREN SERVED 2008	CHILDREN SERVED 2007	<<< INPUTS FOR CHILDREN SERVED	
ACTUAL OR ESTIMATE	ACTUAL OR ESTIMATE	< SERVED NUMERATOR	
		< Select Actual/Estimate dropdown	
		< ELIGIBLE POPULATION DENOMINATOR	
		< IDENTIFY ELIGIBLE POPULATION SOURCE	

CHILDREN SERVED RANGE _____ **CHILDREN SERVED CALC METHOD** _____ **ELIGIBLE POPULATION 2008** _____ **% OF ELIGIBLE POPL SERVED 2008** _____

0 | 0 | 0%

CUMULATING
 Home Survey Services Delivered - Printable - Printable TN County Names Companion

Ready | Start | Resource Mapping Re... | Microsoft Excel - TCC... | Microsoft PowerPoint ... | 97% | 2:44 PM

Microsoft Excel ribbon: Home, Insert, Page Layout, Formulas, Data, Review, View, Developer. Ribbon tabs: Clipboard, Font, Paragraph, Styles, Cells, Editing. Quick launch icons: Save, Undo, Redo, Print, Find, Filter, Sort, AutoSum, Fill, Clear, Sort & Filter, Find & Select.

Tennessee Children's Budget
Program Information Template

[HOME PAGE](#)
 [PRINTABLE SERVICES LIST](#)
 [SAVE COMPLETED FORM](#)
 [EMAIL COMPLETED FORM](#)

FUNDING

SOURCE	2007	2008
SOURCE DESCRIPTION		
	\$0.00	\$0.00

SOURCE	SOURCE
Federal	Federal
\$0.00	\$0.00
SOURCE	SOURCE
State	State
\$0.00	\$0.00
SOURCE	SOURCE
Other	Other
\$0.00	\$0.00

FUNDING HISTORY (EXPLAIN VARIATIONS IN FUNDING BETWEEN YEARS)

FEDERAL & STATE FUNDING STATUTES GOVERNING PROGRAM (ID ALL THAT APPLY, E.G. MEDICAID, TITLE V, ETC.)

MATCHING REQUIREMENTS

NOTES ON ESTIMATION METHODOLOGY:

EFFECTIVENESS RESULTS OF THE SERVICES/FUNDING:

Windows taskbar: Start button, System tray (Ready, Home, Survey, Services Delivered - Printable, TN County Names Companion, Microsoft Excel - TCC..., Microsoft PowerPoint...), Taskbar (Resource Mapping Re..., Microsoft Excel - TCC..., Microsoft PowerPoint...), System tray (96%, 2:45 PM).

Reference Document C
Resource Mapping Services List

Resource Mapping Services List

- Adoptions
- Advocacy
- After School Programs
- Arts/Music Education
- Assessment/Evaluation - Delinquency/Community risk
- Assessment/Evaluation – Mental Health
- Assessment/Evaluation - Substance Abuse
- Case Management & Care Coordination
- Character Education
- Child Care
- Child Care Food Program
- Child Protective Services
- Child Support
- Community Based Juvenile Justice Services
- Community Engagement
- Community Wellness
- Continuing Care & Support/Linkage Services
- Coordination/Service Integration
- Crisis Services
- Cultural Awareness
- Curriculum Development
- Dental Services
- Detention
- Domestic Violence
- Early Childhood Education
- Education for Youth in Youth Development Centers
- Education Technology
- Emergency Response
- Employment
- Family Education & Involvement
- Family Financial Assistance
- Family Planning
- Family Support
- Food Stamps
- Foster Care - Regular
- Foster Care - Therapeutic
- Functional Family Therapy
- Guidance and Counseling
- **Health** (*Select from below*)
 - a) Health Education
 - b) Hospitalization (physical/health)
 - c) Physical Health Services
 - d) Prenatal Care
 - e) School Based Health Services
- Home Visiting
- Housing Assistance
- Independent Living (Youth Transitioning out of Foster Care)
- Infrastructure: capital (power grid, buildings, etc.)
- In-Home Services
- Institutional Services
- Insurance Support
- Intensive Home-Based Therapeutic Intervention
- Job Training
- Juvenile Court Staff
- Laptop Computers
- Legal Representation
- Life Skills Training
- **Mental Health** (*Select from below*)
 - a) Child/Family Advocacy/Support
 - b) Cultural Competence
 - c) Early Intervention/Prevention
 - d) Pre-school family/child behavioral intervention
 - e) Child Care Consultation
 - f) Respite Services
 - g) Suicide Prevention/Intervention Services
 - h) School Based Mental Health Services
 - i) Other Early Intervention Services
 - j) Mental Health Awareness/Stigma Reduction Services
 - k) Sexual Behavior Problem Services
 - l) Transition to Adulthood/Services
 - m) Wrap-Around Services-System of Care
 - n) Outpatient
 - o) Crisis Services
 - p) Hospital-based inpatient services

Resource Mapping Services List

- **Mental Health** (*Select from below*)
continued
 - q) Intensive Outpatient
 - r) Partial Hospitalization
 - s) Residential Treatment
 - t) Mental Health Case Management
 - u) Continuing Care & Support/Linkage Services
 - v) Trauma-focused Cognitive Behavioral Therapy
- **Mental Retardation Services**
 - Day Services:*
 - a) Community-Based
 - b) Employment-Based
 - c) Facility-Based
 - Residential Services:*
 - d) Family Model
 - e) Medical Residential
 - f) Residential Habilitation
 - g) Supported Living
 - Therapy Related Services:*
 - h) Environmental Accessibility Modifications
 - i) Orientation & Mobility Services
 - j) Specialized Medical Equipment & Supplies & Assistive Technology
 - k) Vehicle Accessibility Modifications
 - l) Behavioral Respite
 - m) Behavioral Therapy
 - n) Consumer Directed Supports
- **Early Intervention** (Currently DOE, Previously DMRS)
 - a) Establishment Funds
 - b) Hospital Care Attendant
 - c) Individual Transportation Services
 - d) Medical Supplement
 - e) Nursing Services
 - f) Personal Assistant Services
 - g) Personal Emergency Response System
 - h) Pharmaceuticals
 - i) Psychological Evaluations
 - j) Respiratory Therapy
 - k) Semi-Independent Living
 - l) Speech, Language & Hearing Therapy
 - m) Supports Brokerage/Financial Administration
- Mentoring
- Migrant Education
- Nutrition
- Occupational Skills Training
- OJT Youth
- Outpatient
- Outreach Services
- Parent Involvement & Education
- Partial Hospitalization
- Paternity Establishment
- Policy Development and Program Management & Accountability
- Pregnancy Support Services
- Prevention - Accident
- Prevention - Bullying
- Prevention - Gang
- Prevention - Obesity
- Prevention - Substance Abuse
- Prevention - Suicide
- Prevention - Teen Pregnancy
- Primary Care
- Probation & Aftercare
- Professional Development
- Professional Recruitment and Retention
- Program/System Evaluation
- Provider Outreach, Training and Technical Assistance
- Public Awareness & Media (Social Marketing)
- Recreational Activities
- Refugee Services
- Rehabilitation-Occupational Therapy
- Rehabilitation-Physical Therapy
- Rehabilitation-Speech
- Residential Treatment
- Respite
- School Athletics & Activities
- School Meals
- Screening - Developmental
- Screening - Educational
- Screening - Mental Health

Resource Mapping Services List

- Screening - Physical
- Screening - Substance Abuse
- Shelter
- **Substance Abuse** (*Select from below*)
 - a) Early Intervention
 - b) Outpatient
 - c) Intensive Outpatient
 - d) Partial Hospitalization
 - e) Residential Treatment
 - f) Hospital-based inpatient services
 - g) Crisis Services
 - h) Mental Health Case Management
 - i) Continuing Care and Support/Linkage Services
- Summer Food Service
- Technical Education
- Teen Courts
- Transition & Employment
- Transitional Living-Residential
- Transportation
- Tutoring, Study Skills Training
- Violence Prevention
- Vocational Skills Development