



**North Carolina Department of Health and Human Services
Division of Mental Health, Developmental Disabilities and Substance Abuse Services**

Pat McCrory
Governor

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS
Dave Richard
Division Director

November 8, 2013

MEMORANDUM

Allocation #: 14-MK-03

TO: Ken O’Neil, Chief Financial Officer
MeckLINK

FROM: Kristi Hickman, Budget Officer *KH / KH*
RRM-Financial Operations

RE: Traumatic Brain Injury (TBI) Funding – SFY14

MeckLINK is allocated \$40,000 on a one-time basis for community services provision and support for individuals with traumatic brain injuries (TBI).

FORMAT FOR FUNDING:

Funds are allocated **outside of UCR**, within Single Stream where funds will be paid to the LME according to the Single Stream Funding payment schedule and compliance with Community Funding Efficiency Plan.

SPECIAL CONDITIONS:

1. The award of these funds shall not be used by a county as a basis to supplant any portion of a county’s commitment of local funds to the area authority.
2. If these funds are to be used to support a new service for which a license and/or accreditation is required, such licensure/accreditation must be completed prior to the delivery of services.
3. Non-UCR funds should be reported on the Fiscal Monitoring Tool and submitted per Division guidelines and instruction.
4. All consumers receiving TBI funds must be included in the Client Data Warehouse (CDW) to improve tracking of and reporting on consumers with TBI.

SPECIAL REPORTING REQUIREMENTS:

The following reporting requirements are required as referenced in G.S 122C-144.1. Budget Format and Reports- LMEs shall provide a quarterly TBI report to the Community Policy Management Section (CPM), to be received no later than the 30th of the month after each quarter and must be completed per catchment area and include TBI recurring allocations as well as one-time allocations. The purpose of the report is to identify all non-UCR expenditures of TBI funds and implement the state TBI program. Optional reporting of IRPS or any other funds used for TBI would be appreciated.

FUND ALLOCATION: Center: 1422-5220-00-2F Account: 536998 Amount: \$40,000

Please do not hesitate to contact Janice White at (919) 715-5989 regarding any questions or concerns about this allocation.

cc: LME Finance Officer
CPM Section

Financial Operations

BR#14-239

