

BOONE COUNTY CHILDREN'S SERVICES BOARD FUNDING POLICY

(Approved January 11, 2024)

BACKGROUND:

On November 6, 2012, the citizens of Boone County passed County of Boone Proposition 1, which created a Children's Services Fund for children and youth nineteen years of age or less in Boone County. The Boone County Children's Services Board (Board) has been appointed by the County Commission and entrusted to oversee this Fund. The Fund is created pursuant to RSMo §67.1775, RSMo §210.861, and the ballot language presented to the voters on November 6, 2012. RSMo §210.861 specifies the types of services that may be funded by the Board. These policies have been adopted to provide guidance and structure to the Board in making decisions about funding programs and services consistent with its mission and the public trust. By statute, funds may be invested to address the following needs:

- up to thirty days of temporary shelter for abused, neglected, runaway, homeless or emotionally disturbed youth
- respite care services
- unmarried parent services
- outpatient chemical dependency and psychiatric treatment programs
- counseling and related services as a part of transitional living programs
- home-based and community-based family intervention programs
- prevention programs which promote healthy lifestyles among children and youth and strengthen families
- crisis intervention services, inclusive of telephone hotlines
- individual, group, or family professional counseling and therapy services
- psychological evaluations
- mental health screenings.

Revenues collected and deposited in the community children's services fund **may not** be expended for inpatient medical, psychiatric, and chemical dependency services, or for transportation services.

CHILDREN'S SERVICES BOARD MISSION STATEMENT:

To improve the lives of children, youth and families in Boone County by strategically investing in the creation and maintenance of integrated systems that deliver effective and quality services for children and families in need.

CHILDREN'S SERVICES BOARD VISION STATEMENT:

Values and Vision: In pursuit of its mission, the Board Members responsible for the Children's Services Fund hold the following core values and have the following vision:

- **Accountability:** The Children's Services Fund will be operated transparently, and funds invested wisely to earn and sustain the public's trust.
- **Integrity:** The Children's Services Board Members will act with respect, honesty and transparency.
- **Discipline:** The Children's Services Fund will be used with purpose and focus on efforts to support the creation of integrated systems.
- **Adaptability:** The Children's Services Fund will be used flexibly and will be responsive in order to meet the changing needs of our community.

BOONE COUNTY CHILDREN'S SERVICES BOARD EQUITY STATEMENT:

The Boone County Children's Services Board (BCCSB) is dedicated to improving the lives of children, youth, and families in Boone County. Our responsibility is to ensure equitable and fair stewardship of resources that have the greatest impact on the lives of children and families within Boone County. We acknowledge our society's history of both active and passive oppression, exclusion, and racism toward underserved community members. We are committed to equity and inclusivity in our policies and practices. These values will be at the forefront of our funding decisions as we promote inclusive practices within our community.

BENEFICIARIES OF THE CHILDREN'S SERVICES FUND:

The beneficiaries of this fund are Boone County children and youth nineteen years of age or less and their families. All funding decisions should be made with these beneficiaries in mind and with the purpose of serving these beneficiaries.

STAKEHOLDERS OF THE CHILDREN'S SERVICES FUND:

In order to inform funding decisions, the Board believes it is important to identify the stakeholders of the Fund.

1. The taxpayers of Boone County, who expect and deserve a return on their investment in the form of better outcomes for Boone County children, youth, and families.
2. Other funding providers that serve these same children, youth and families, especially other government funding providers, who provide the Board with an opportunity to match funding sources in order to provide a multiple effect in terms of services provided to our shared, Boone County children and youth nineteen years of age or less and their families.

3. Service providers are important stakeholders for improving the well-being of children, youth, and families through effective services. The Board values collaboration amongst service providers through non-conflicted referrals which promote family choice.

REQUIREMENTS FOR FUNDING:

Maximization of funding: To the greatest extent possible, agencies are required to maximize funding from all other sources. Care should be taken with program initiatives to ensure that the Board is not supplanting funding from existing funding sources. Other funding sources may include, but are not limited to: commercial, federal and state insurers, other federal and state funds, city funds and funding from schools, courts, not-for-profit organizations, private organizations, and other direct support. Proposal review processes and contracts for services and programs will specify procedures to monitor good faith efforts to comply with this policy.

Direct and Indirect Expenses: For programs and services funded by the Children's Services Fund, direct expenses are the expenses required to execute a contract that are directly attributable and can be reasonably allocated to the program. Some examples of direct expenses include, but not limited to direct program staff salaries including payroll expenses required by law (i.e. wages, unemployment, FICA taxes) and benefits, materials, and other expenses directly attributable to the program.

Indirect expenses are expenses for activities and personnel not specifically related to providing direct services. These expenses may include rent, utilities, management, and general expenses. Personnel included in administrative costs may include, but not limited to positions such as, Executive Director, Development Director, Personnel Director, Financial Director, or Administrative Assistant. Indirect expenses must be limited to a maximum of 15% of direct program staff salaries including payroll expenses required by law (i.e. wages, unemployment, FICA taxes) and benefits. Indirect expenses exceeding the allowable 15% must be covered by other revenues sources.

Religious Activities: Organizations that receive Children's Services Funds may not engage in inherently religious activities, such as worship, religious instruction, or proselytizing, as a part of the program or services funded. If offered, inherently religious activities must be offered separately, in time or location, from the programs, activities, or services supported by the Children's Services Fund. Participation in religious activities must be voluntary for funded service beneficiaries. Program beneficiaries must understand that they are free to participate or

not, not only in organization's religious activities, but in your organization's religious affiliation itself.¹

Insurance Requirements: Contracted organizations must meet the insurance requirements set by the Boone County Purchasing Department and has the County of Boone; Missouri listed as an additional certificate holder. Insurance requirements can be provided upon request.

FUNDING OPPORTUNITIES:

The Board believes that it should invest in meaningful services to children, youth and families in a way that utilizes multiple effective strategies. The Board envisions that the application of the principles expressed in these policies could lead to the appropriate funding of a variety of programs. Instead, the Board is creating a greater amount of resources to serve children, youth, and families such that, whenever possible, existing funding sources maintain their previous efforts to serve those children, youth, and families. To that end, the Board intends to invest its funding *appropriated for services* in the following classifications:

1. **Purchase of Service (POS) programs** – Purchase of Service funding opportunities are offered through Request for Proposals solicited through the Boone County Purchasing Department. Funded POS programs have defined contract period and renewals. Organizations reapply for funding based on the contract duration. These programs must:
 - a. Utilize service(s) defined in the *Taxonomy of Services*.²
 - b. Utilize program outcomes defined in the *Boone Impact Group Common Outcomes*.²
 - c. Establish performance measurements to ensure quality of service(s).
 - d. Utilize well-defined, evidence-based, best practices, and/or research-informed practices to deliver service(s).
 - e. Establish unit measure(s) for service(s).
 - f. Establish unit rate(s) for service(s).
 - g. Collect feedback from consumers to ensure quality of service(s).
 - h. Engage in quality improvement mechanisms.

2. **Strategic Innovation Opportunities**: The Strategic Innovation Opportunities Fund is available for any new or different method, situation, or opportunity that could not have been anticipated, is consistent with, and furthers the Board’s mission and vision. These funds may be utilized to pilot innovative programs, improve expertise, or as match funds

¹ Policy language adapted from the U.S. Department of Housing and Urban Development on Equal Treatment and the Faith-Based and Community Initiative

² Documents can be found on www.showmeboone.com/communityservices

to secure funding from other payor sources. These opportunities are intended to be for one-time or short-term funding. Organizations may reapply for additional funding through the Purchase of Service opportunities or secure other funding.

- a. Pilot programs: Pilot programs offer services or collaboration opportunities that are not currently being provided. These may include, but are not limited to, provide new evidence-based, best practices, and/or research-informed programming.
 - b. Programs to Improve Expertise: These programs may utilize experts to provide training, seminars, or workshops to bring evidence-based practices, research-informed, best practices or awareness to providers and the community.
 - c. Match funding programs: These programs leverage an opportunity to provide match funding for the procurement of services with another funding source.
3. **Contingency Fund**: Contingency Funds may be utilized to assist organizations encountering an exigent circumstance or situation requiring immediate attention, non-recurring capital, and/or service contingencies resulting from conditions beyond the organization's control.
 4. **Other Opportunities**: The Board may choose to release other funding opportunities that vary from the opportunities listed above. Requirements and expectations will be described in the Request for Proposal and potential contract.

ADDITIONAL FUNDING INFORMATION:

Development/Start-Up Expenses: Development/Start-Up expenses may be considered for one-time costs in order to deliver contracted services.

Performance Measurement: Organizations *must* utilize performance measures to provide evidence for expected improvements for children, youth, and families that are achieved through funded programming. Performance measurement includes identification of outcomes, indicators which show the outcome has been met, and specific methods of measurement used to measure changes in the target population. Programs are required to accurately and transparently report on performance measures. The Board reviews performance measurement to determine the effectiveness of programming.

Subcontracts: All subcontracts require the written approval of the Board or their designated representative. Any subcontractor shall be subject to the audit/monitoring requirements stated within a contract agreement.

Unit Rates: Organizations should limit their rates, when appropriate, to an established public funding unit price or rate, such as the Missouri Department of Mental Health or other publicly available established amounts. The Board will consider funding a program with a unit rate not consistent with a publicly available established unit price or rate provided a justification and rationale is given for charging a different amount.

DEFINITIONS:

Best Practices: Best practices are procedures, practices, or techniques which are typically considered standard practices for a profession. There should be evidence and research supporting how the best practices improve outcomes for consumers or staff members. Best practices may be created by reputable international/national organizations, governmental entities, professional groups, or others.

Diversity: The range or sum of human differences individual(s) embody.

Equity: Fair treatment, access, opportunity, and advancement of all people while identifying and eliminating barriers that prevent full participation of marginalized groups/individuals.

Evidence-based Practices: Evidence-based practices are models, practices, or interventions shown to have a high degree of efficacy and positive impacts for the target populations based on the most rigorous evidence. These practices typically are manualized, require extensive training or certification, and may require additional supervision. These programs often have shown statistically significant improvements during randomized control trials or quasi-experimental designs.

Inclusion: Involves fostering an environment in which individual differences and unique strengths are valued and included.

Research-informed Practices: Research-informed practices are based upon, influenced by, or built upon current peer reviewed research articles or literature and utilized in program delivery.