



C A L I F O R N I A D E P A R T M E N T O F
Mental Health

1600 9th Street, Sacramento, CA 95814
(916) 654-2309

December 26, 2007

DMH INFORMATION NOTICE NO.: 07-26

TO: LOCAL MENTAL HEALTH DIRECTORS
LOCAL MENTAL HEALTH PROGRAM CHIEFS
LOCAL MENTAL HEALTH ADMINISTRATORS
COUNTY ADMINISTRATIVE OFFICERS
CHAIRPERSONS, LOCAL MENTAL HEALTH BOARDS

SUBJECT: IMPLEMENTATION OF THE ANNUAL MENTAL HEALTH
SERVICES ACT (MHSA) REVENUE AND EXPENDITURE
REPORT FOR FISCAL YEAR 2006-07

REFERENCE: IMPLEMENTATION OF THE MHSA, WELFARE AND
INSTITUTIONS CODE (WIC) SECTION 5847 AND TITLE 9,
CALIFORNIA CODE OF REGULATIONS SECTION 3510.

The purpose of this Department of Mental Health (DMH) Information Notice is to inform Counties¹ that receive funding under the Mental Health Services Act (MHSA) of the Annual MHSA Revenue and Expenditure Report (Revenue and Expenditure Report) for Fiscal Year (FY) 2006-07. A copy of the Report and instructions is enclosed (Enclosures 1 and 2).

Pursuant to Title 9, California Code of Regulations (CCR) Section 3510, each county is required to submit the Revenue and Expenditure Report to the DMH no later than December 31 following the end of the fiscal year. Title 9 CCR Section 3510(c) provides DMH the ability to withhold future MHSA distributions to counties that do not submit their Revenue and Expenditure Report by the required date. DMH does not intend to exercise this provision for the FY 2006-07 Report until March 1, 2008, due to the timing of the release of the Revenue and Expenditure Report forms and instructions. Thus, MHSA distributions through March 1, 2008 (including the remaining 25 percent of the approved CSS Plan amount), will be made to the counties irrespective of whether they submit the Revenue and Expenditure Report. MHSA distributions after March 1, 2008, will not be made to counties that have not submitted their Revenue and Expenditure Report.

¹ "County" means the County Mental Health Department, two or more County Mental Health Departments acting jointly, and/or city-operated programs receiving funds per WIC Section 5701.5 (California Code of Regulations, Section 3200.090).

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The Revenue and Expenditure Report should be submitted electronically using the Excel template (and not as a PDF document) to DMH at mhsa@dmh.ca.gov and include the subject line "(County name) FY 06-07 MHSA Rev and Exp Report." A hard copy of the Revenue and Expenditure Report should also be sent to the following address:

**California Department of Mental Health
County Contracts and Technical Assistance Unit
Attn: FY 06-07 MHSA Rev and Exp Report
1600 9th Street, Room 100
Sacramento, CA 95814**

Please be advised that DMH intends to audit the Revenue and Expenditure Report as part of the Short-Doyle/Medi-Cal (SD/MC) audit. Accordingly, Counties should maintain all accounting and management information system reports used to prepare the Revenue and Expenditure Report for future audit purposes.

If you have any further questions, please contact your County Operations liaison identified on the following Internet site: <http://www.dmh.ca.gov/CountyOps/contact.asp>.

Sincerely,

Original signed by:

STEPHEN W. MAYBERG, Ph.D.
Director

Enclosures