

<b>Adair County SB40 Developmental Disability Board Standard Operating Policy and Procedure</b>		<b>Policy Number:</b> 3002
<b>Section</b>	Funding	
<b>Policy Name</b>	Statement of Basic Principles of Funding	<b>Page # 1 of 2</b>
		<b>Attachments:</b>

<b>Adopted Date</b>	August 17, 2010	<b>Approved By</b>	Board of Directors
<b>Revised Date</b>	March 8, 2016	<b>Approved By</b>	Board of Directors

The following are basic principle statements of the Adair County SB40 Developmental Disability Board concerning the funding of services:

1. The Board desires to enhance, initiate and/or expand services utilizing its funds, without the possible commensurate loss of other sources of funding.
2. The Board recognizes that persons with developmental disabilities of all ages are in need of some type of service. The Board believes that for the service delivery system to be truly comprehensive in meeting the needs of people with developmental disabilities, funding responsibilities must be shared. Within the service delivery system, there are defined areas of responsibilities pursuant to local, state, and federal statutory mandates. It is not the intent of the Board to function as a substitution, either in determination of eligibility, delivery, or funding, for those services which are provided by mandate through other governmental agencies (examples include but are not limited to: Dept. of Elementary and Secondary Education, Dept. of Social Services, Dept. of Mental Health, MO Healthnet, Social Security, Vocational Rehabilitation, Housing Authority, etc.). The Board's funding policy concentrates on services that are not a primary mandate or focus of other major public funding resources.
3. The Board may, at its discretion, expend its funds through contractual agreement with not-for-profit agencies, provide direct provision of services, or utilize a combination of either method. This includes additional, forfeited or unused funds during each fiscal year.
4. Adair County levy funds shall be used to supplement, not to supplant, all other public and private expenditures. All other potential resources for funding shall be explored and accessed prior to approval of funding through the Adair County SB40.
5. With respect to funding requests for the establishment of new or substantially expanded services, all applicants must demonstrate the need/demand for the proposed service by means of a waiting list verified by the referring or sponsoring entity (i.e., Dept. of Mental Health, Division of Vocational Rehabilitation) and, if applicable, a needs survey should be conducted within Adair County.

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<p>6. In the case of projects for which the applicant is requesting partial funding, applicants must demonstrate the availability and source of other funds other than those requested from the Board for the development and/or continued operation of the proposed service.</p> <p>7. In order to serve the maximum number of persons with developmental disabilities, the Board desires to use its available funds to leverage other funding sources. To this end, the Board may, at its discretion, request that applicants seeking Board funds consider using their own financial resources and/or other resources in partnership with Board funds.</p> <p>8. The Board will not utilize funds to assist agencies in retiring their long-term debts. To be considered for funding, the debt must be incurred within the last twelve (12) months.</p> <p>9. The Board will not, except under special circumstances, approve funds for services rendered/expenses incurred prior to the date of Board approval of the application.</p> <p>10. The Board reserves the right to establish the conditions and requirements of the funding agreement between the applicant and the Board for approved applications.</p> <p>11. An applicant that has failed to perform in accordance with the contractual agreement with the Board on any one project shall therefore be considered by the Board to be in default on all other projects, and no further funds shall be disbursed until the problem has been resolved to the satisfaction of the Board.</p> <p>12. Agencies must demonstrate an ongoing effort toward publicizing its programs, functions, and location to all segments of the community utilizing all feasible media. It is expected that public education materials and media information state that funding is being received from the Adair County SB40 DD Board.</p> <p>13. Agencies are required to submit a Board of Directors membership list showing names, addresses, telephone numbers, occupation, term of office including identification of officers.</p> <p>14. Agencies requesting funds from the Board shall comply with all requirements as stated in the Board's Agency Funding Policies and Procedures unless the Board in its discretion waives any requirements.</p>		