Attachment A: Program Outcome Information

Children and Adolescent Outpatient Services

Using the format provided, give the necessary information on separate pages for each program for which you are requesting funding from the City of Chattanooga. Submit a separate page for each program that would be supported by this funding request. Use specific numbers.

Agency Mission: The mission of Fortwood Center is to improve the quality of life for area residents who are experiencing mental illness or emotional problems.

Program Goal: State the goal of this program; the rationale for the goal; and the potential community impact.
1.To provide evaluation, treatment and skill building services to 150 mentally ill children, adolescents and their families without regard to their ability to pay;
2. To serve as a training site for undergraduate and graduate students in mental health.
3.

Outcome Objectives: Provide 2 – 3 Outcome Objectives which are specific to the Program Goal.
1. To help improve anger management skills and reduce instances of negative behaviors that result in legal involvement indicating improvement of 70% of group participants.
2. To provide transfer evaluations to determine if hospitalization is needed as requested by Juvenile Court within 7 days of the request.
3. To provide evaluation and treatment for children and adolescents without regards to ability to pay.
4. To offer training opportunities to graduate students from area colleges and universities.

Priority Area Addressed:

1. Invest in Children is the priority area – The expected results include 1) Services that include evaluations and treatment for children, adolescence and their families are provided within three weeks of the request; 2) a significant reduction in instances of reoffending by youth who completes the anger management course, and 3) Transfer evaluations will be completed in a timely manner.

Means of Measurement: Indicate how each objective is measured to determine effectiveness.
1. Daily, monthly and yearly reports.

Outcome Results: In quantitative terms, state the results for each Outcome Objective.

1. Ninety percent of Anger Management Class participant will not reoffend within 6 months of course completion as indicated by a random sample of participants who completed the class.

2. One-Hundred percent of the requests for transfer evaluations will be seen within 7 days of the request .
3. A request for outpatient treatment services will be scheduled within three weeks of the request.
4. The Center will provide training opportunities for up to three graduate students.

Comparative Information:

Anger management classes and outpatient treatment services are provided in order to help prevent out of home placements in a more costly and restrictive placement such as residential facilities, psychiatric hospitals, juvenile detention centers and State custody. The cost for these more restrictive placements range from $30,000 DCS custody annually to $1,900.00 per day in inpatient care. Fortwood Center provides community-based mental health services to emotionally disturbed individuals regardless of ability to pay in our area. Our services compliment, rather than duplicate, those of other community healthcare and social service agencies.

Attachment B: Comparative Financial Information

This section relates to agency efforts specifically funded by Chattanooga dollars to benefit Chattanooga residents, relative to the dollars given by adjoining governmental entities.

Dollars provided to your organization in FY 2013 by the following entities:	Percent of your total annual operational funding provided by local government	% of Hamilton County Population*
Chattanooga	2%	49.83%
Unincorporated Hamilton County		30.22%
Hamilton County Government's (General funds)		
Collegedale		2.46%
East Ridge		6.24%
Lakesite		0.54%
Lookout Mountain		0.54%
Red Bank		3.46%
Ridgeside		0.12%
Signal Mountain		2.25%
Soddy-Daisy		3.78%
Walden		0.56%
Other (Outside Hamilton County)	98% (state, Medicaid, Medicare, U.W.)	
	Above percentages should total 100%	
Percent of Services rendered to residents of:	Estimate, if you do not now track this data.	
Chattanooga	78%	49.83%
Unincorporated Hamilton County	9%	30.22%
Hamilton County Government's (General funds)		
Collegedale		2.46%
East Ridge		6.24%
Lakesite	5%	0.54%
Lookout Mountain		0.54%
Red Bank		3.46%
Ridgeside	5%	0.12%
Signal Mountain		2.25%
Soddy-Daisy	3%	3.78%
Walden		0.56%
Other (Outside Hamilton County)		
	Above percentages should total 100%	

*Population numbers are from 2010 U.S. Census.

Attachment C: Program Beneficiary Statistics

Program: Fortwood Center - Child & Adolescent Services

Program Beneficiary Characteristics Clients/Patients/Recipients/Other	Last Year	This year (estimated)	Next Year (projected)
1. Unduplicated Count of Program Beneficiaries TOTAL	**155**	**177**	**200**
a) Total Continuing From Previous Fiscal Year	5	6	5
b) Total New for the Year	150	171	195
c) Total Terminated During the Year			
2. Age Group TOTAL	**155**	**177**	**200**
a) Infants – Under 5			
b) Between 5 and 12	30	41	45
c) Between 13 and 17	97	132	135
d) Between 18 and 29	28	4	20
e) Between 30 and 64			
f) 65 and over			
g) Not Known			
3. Sex TOTAL	**155**	**177**	**200**
a) Male	89	123	125
b) Female	66	54	75
c) Not Known			
4. Ethnic Background TOTAL	**155**	**177**	**200**
a) White	40	51	60
b) Black	71	98	90
c) Hispanic	4	5	10
d) Oriental			
e) Other – Ethnic Minority	25	23	40
f) Not Known			
5. % Income Level TOTAL	**155**	**177**	**200**
a) Below 9,999	82	138	150
b) 10,000 –19,999	67	31	35
c) 20,000 – 29,999			10
d) 30,000 and Over			
e) Not Known	6	6	5
6. Location of Residence TOTAL	**155**	**177**	**200**
a) Chattanooga	121	141	160
b) Outside of Chattanooga	34	36	40
c) Not Known			

Attachment D: Schedule of Positions, Salaries & Wages

FORTWOOD CENTER, INC. - CHILD & ADOLESCENT SERVICES

ALL FINANCIAL INFORMATION TO THE NEAREST DOLLAR. FOR ADDITIONAL EMPLOYEES, COPY THIS FORM AS NEEDED.

Title of Position	Last Name, Initial	Part Time?yes /no	Years Em-ployed	Retire-ment Bene-fits? Yes/no	Current			Proposed		
					Weeks Employed	Annual Rate	Budgeted	Weeks Employed	Annual Rate	Budgeted
Sr. Vice Pres. Of Svcs.	Stephens, D	No	22	Yes		68950			22440	
Psychiatrist		Yes		No		94000			94000	
Nurse Practitioner	Neal, A	Yes	1	Yes		75816			75816	5000
Nurse Practitioner	Edrington, L	No	2	Yes		77250	3000		49440	5000
Medical Assistant	Cain, N	No	5	Yes		26000	12500		23000	3400
Therapist						24960	3760			
Therapist	Crosby, C	No	3	Yes		29000	3337		29000	8000
Therapist	Lavigne, L	No	3	Yes		29000	3337		29000	8000
Clerical Staff	Mahoney, L	No	9	Yes		20000	3530		20000	1000
Clerical Staff						19050				
Clerical Staff	Robinson, T	No	23	Yes		25608			25608	1000
Switchboard	Orrell, R	No	9	Yes		9332				
Case Mgr. Team Leader	Bryant, M	No	7	Yes		28000			28000	
Case Manager	Boykin, S	Yes	2	Yes		8500			8500	
Case Manager	Branch, D	No	2	Yes		23000			23000	
Case Manager	Thomas, S	Yes	3	Yes		22500			22500	
Case Manager	Woodring, T	No	1	No		23000			23000	

Attachment E: Major Sources of Funding for the Past Five Years

Program/Project Title	Name of Funding Source	Rec'd Four Years Ago	Rec'd Three Years Ago	Rec'd Two Years Ago	Rec'd Last Year	Rec'd Current Year*	Requested for Next Year
Child & Adolescent	United Way				36235	36235	36235
Services	City of Chatt.				10500	30000	38700
	Hamilton County				0	0	0
	TennCare				609043	620000	692120
	Private Insurance				11079	12000	27840
	Other				6070	8040	15360
		No funding was requested from the City of Chattanooga prior to Fiscal Year 2012				*projected based on Nov 2012 YTD*	
Subtotal, Major Funding Sources		0	0	0	672927	706275	810255
Total, All Revenue Sources		0	0	0	672927	706275	810255

Attachment F: Budget Format

CITY OF CHATTANOOGA
FY2014 Agency Funding Financial Form
Fortwood Center, Inc. - Child & Adolescent Services

Account Category	Actual FY2010	Actual FY2011	Actual FY2012	Budget FY2013	Request FY2014	vs. FY13 Bud	vs FY13 Bud
REVENUES							
Contributions							
Individuals/Private						0	N/A
Corporate/Organizations/Churches						0	N/A
Fees/Grants from Governmental Agencies							
Federal						0	N/A
State						0	N/A
Hamilton County						0	N/A
City of Chattanooga			10,500.00	30,000.00	31,400.00	1400	4.7%
Other Cities (Please list)						0	N/A
United Way							
Foundations (including grants)						0	N/A
Gross Proceeds Special Events						0	N/A
Other UWs/Federations						0	N/A
CFC/Designations received thru UWGC						0	N/A
UWGC Program Allocation			36,235.00	36,235.00	36,235.00	0	0.0%
UWGC Special Funding						0	N/A
Membership Dues						0	N/A
Program Income			610,755.00	640,040.00	692,120.00	52080	8.1%
Governmental Insurance						0	N/A
Private Insurance			9,367.00		27,840.00	27840	N/A
Contracted Services						0	N/A
Fee for Services			3,562.00		12,000.00	12000	N/A
Other Program Income						0	N/A
Sales to Public						0	N/A
Investment Income						0	N/A
Miscellaneous			2,508.00		3,360.00	3360	N/A
Other Revenues (Please list separately any major item)						0	N/A
Transfers in from other internal budgets						0	N/A
Income from Previous Year						0	N/A
						0	N/A
TOTAL REVENUES	$ -	$ -	$ 672,927.00	$ 706,275.00	$ 802,955.00	$ 96,680.00	13.7%
OPERATIONS							
Personnel Expenses							
Salaries			448545	365200	473304	108104	29.6%
Fringe Benefits						0	N/A
Employee Health			25311	23777	25311	1534	6.5%
Pension/Retirement			17942	14610	18932	4322	29.6%
Payroll Taxes, etc.			39009	27938	36208	8270	29.6%
Other (unemployment, life insurance, etc)							

This is the amount awarded, not initially requested for FY 2013.

No Funds were requested from the City of Chattanooga for program support prior to FY 2012.

Attachment F: Budget Format

CITY OF CHATTANOOGA
FY2014 Agency Funding Financial Form
Fortwood Center, Inc. - Child & Adolescent Services

Account Category	Actual FY2010	Actual FY2011	Actual FY2012	Budget FY2013	Request FY2014	vs. FY13 Bud	vs FY13 Bud
Total Personnel Expenses	$ -	$ -	$ 530,807.00	$ 431,525.00	$ 553,755.00	122,230.00	28.3%
OPERATING EXPENSES							
Administration							
Services							
Professional Fee & Contract service			21608	25000		-25000	-100.0%
Utilities						0	N/A
Other							
Rent							
Travel/Transportation						0	N/A
Local			16638	10000	11000		
Out of Town							
Insurance (not employee health)						0	N/A
Materials & Supplies			14641	18000	16000	-2000	-11.1%
Telephone, Fax, ISP			11433	11000	11000	0	0.0%
Postage and Shipping			829			0	N/A
Occupancy/Building/Utilities			27174	26750	27000	250	0.9%
Equipment Rental and Maintenance (including contracts)			5197	4000	4200	200	5.0%
Outside Printing, Art Work, etc.			1974			0	N/A
Conferences, Conventions, etc.			379			0	N/A
Special Assistance to Individuals			94			0	N/A
National Dues/Support Payments						0	N/A
Organization Dues (other than above)						0	N/A
Awards and Grants						0	N/A
Fund Raising/Self-Support Activities						0	N/A
Miscellaneous			1000			0	N/A
Equipment Purchases (incl. capital expenses)						0	N/A
Depreciation			22048	20000	20000	0	0.0%
Other Expenses (Please list separately any major item)						0	N/A
Management & General			208792	160000	160000	0	0.0%
Operating Expenses Total	$ -	$ -	$ 331,807.00	$ 274,750.00	$ 249,200.00	(25,550.00)	-9.3%
TOTAL OPERATIONS	$ -	$ -	$ 862,614.00	$ 706,275.00	$ 802,955.00	96,680.00	13.7%
REVENUE OVER/ (UNDER) OPERATIONS	$ -	$ -	$ (189,687.00)	$ -	$ -	-	N/A

Attachment A: Program Outcome Information

CALVIN DONALDSON ENVIRONMENTAL SCIENCE OUTREACH PROGRAM

Using the format provided, give the necessary information on separate pages for each program for which you are requesting funding from the City of Chattanooga. Submit a separate page for each program that would be supported by this funding request. Use specific numbers.

Agency Mission: The mission of Fortwood Center is to improve the quality of life for area residents who are experiencing mental illness or emotional problems.

Program Goal: State the goal of this program; the rationale for the goal; and the potential community impact.

Calvin Donaldson outreach project uses the B.A.S.I.C. (Better Attitudes and Skills in Children) model. This is a school based mental health wellness prevention/intervention program conducted by a mental health professional to children in Kindergarten through third grade. The goal is to provide prevention and intervention services to at least 185 elementary school students in order to reduce suspensions and expulsions and increase school success rates of children with behavior disorders.

Outcome Objectives: Provide 2 – 3 Outcome Objectives which are specific to the Program Goal.

1. To encourage healthy psychological and social development through educational and motivational counseling activities.
2. To identify and serve children with severe emotional disturbances and/or children at risk.;
3. To increase self discipline skills.

Priority Area Addressed:

Invest in Children Priority area. The expected results will include the increase in school success as indicated by increased promotion rates and improvement in school and home behaviors.

Means of Measurement: Indicate how each objective is measured to determine effectiveness.

Pre and post tests, quarterly teacher and parent observational reporting.

Outcome Results: In quantitative terms, state the results for each Outcome Objective.

1. The mental health counselor will provide prevention services to K-3 students through educational activities. Students identified as appropriate for referrals to the outpatient program at Fortwood Center, Inc. will be referred for therapeutic services.

Comparative Information:

There is no comparative data available.

Attachment B: Comparative Financial Information

This section relates to agency efforts specifically funded by Chattanooga dollars to benefit Chattanooga residents, relative to the dollars given by adjoining governmental entities.

Dollars provided to your organization in FY 2013 by the following entities:	Percent of your total annual operational funding provided by local government	% of Hamilton County Population*
Chattanooga	2%	49.83%
Unincorporated Hamilton County		30.22%
Hamilton County Government's (General funds)		
Collegedale		2.46%
East Ridge		6.24%
Lakesite		0.54%
Lookout Mountain		0.54%
Red Bank		3.46%
Ridgeside		0.12%
Signal Mountain		2.25%
Soddy-Daisy		3.78%
Walden		0.56%
Other (Outside Hamilton County)	98% (state, Medicaid, Medicare, U.W.)	
	Above percentages should total 100%	
Percent of Services rendered to residents of:	Estimate, if you do not now track this data.	
Chattanooga	78%	49.83%
Unincorporated Hamilton County	9%	30.22%
Hamilton County Government's (General funds)		
Collegedale		2.46%
East Ridge		6.24%
Lakesite	5%	0.54%
Lookout Mountain		0.54%
Red Bank		3.46%
Ridgeside	5%	0.12%
Signal Mountain		2.25%
Soddy-Daisy	3%	3.78%
Walden		0.56%
Other (Outside Hamilton County)		
	Above percentages should total 100%	

*Population numbers are from 2010 U.S. Census.

Attachment C: Program Beneficiary Statistics

Program: Fortwood Center – BASIC

Program Beneficiary Characteristics Clients/Patients/Recipients/Other	Last Year	This year (estimated)	Next Year (projected)
1. Unduplicated Count of Program Beneficiaries TOTAL		**160**	**185**
a) Total Continuing From Previous Fiscal Year			
b) Total New for the Year		160	185
c) Total Terminated During the Year			
2. Age Group TOTAL		**160**	**185**
a) Infants – Under 5			
b) Between 5 and 12		160	185
c) Between 13 and 17			
d) Between 18 and 29			
e) Between 30 and 64			
f) 65 and over			
g) Not Known			
3. Sex TOTAL		**160**	**185**
a) Male		80	95
b) Female		80	90
c) Not Known			
4. Ethnic Background TOTAL		**160**	**185**
a) White		102	80
b) Black		135	100
c) Hispanic		5	5
d) Oriental			
e) Other – Ethnic Minority			
f) Not Known			
5. % Income Level TOTAL		**160**	**185**
a) Below 9,999		100	100
b) 10,000 –19,999		60	85
c) 20,000 – 29,999			
d) 30,000 and Over			
e) Not Known			
6. Location of Residence TOTAL		**160**	**185**
a) Chattanooga		160	185
b) Outside of Chattanooga			
c) Not Known			

This program was not funded prior to FY 2013.

1. Attachment D: Schedule of Positions, Salaries & Wages

FORTWOOD CENTER, INC. - BASIC

ALL FINANCIAL INFORMATION TO THE NEAREST DOLLAR. FOR ADDITIONAL EMPLOYEES, COPY THIS FORM AS NEEDED.

Title of Position	Last Name, Initial	Part Time? yes/no	Years Employed	Retirement Benefits? Yes/no	Current			Proposed		
					Weeks Employed	Annual Rate	Budgeted	Weeks Employed	Annual Rate	Budgeted
Counselor	Ericson, H	No	16	Yes		28700	4500		31000	7000

Attachment E: Major Sources of Funding for the Past Five Years

Program/Project Title	Name of Funding Source	Rec'd Four Years Ago	Rec'd Three Years Ago	Rec'd Two Years Ago	Rec'd Last Year	Rec'd Current Year*	Requested for Next Year
Better Attitudes &	State of TN				40016	40016	40016
Skills in Children	City of Chatt.					8000	8000
(BASIC)							
		No funding was requested from the City of Chattanooga prior to Fiscal Year 2013					
Subtotal, Major Funding Sources		0	0	0	40016	48016	48016
Total, All Revenue Sources		0	0	0	40016	48016	48016

Attachment F: Budget Format

CITY OF CHATTANOOGA
FY2014 Agency Funding Financial Form
Fortwood Center, Inc. - B.A.S.I.C. Program

Account Category	Actual FY2010	Actual FY2011	Actual FY2012	Budget FY2013	Request FY2014	vs. FY13 Bud	vs FY13 Bud
REVENUES							
Contributions							
Individuals/Private						0	N/A
Corporate/Organizations/Churches						0	N/A
Fees/Grants from Governmental Agencies							
Federal						0	N/A
State			40,016.00	40,016.00	40,016.00	0	0.0%
Hamilton County						0	N/A
City of Chattanooga				8,000.00	8,000.00	0	0.0%
Other Cities (Please list)						0	N/A
United Way							
Foundations (including grants)						0	N/A
Gross Proceeds Special Events						0	N/A
Other UWs/Federations						0	N/A
CFC/Designations received thru UWGC						0	N/A
UWGC Program Allocation						0	N/A
UWGC Special Funding						0	N/A
Membership Dues						0	N/A
Program Income						0	N/A
Governmental Insurance						0	N/A
Private Insurance						0	N/A
Contracted Services						0	N/A
Fee for Services						0	N/A
Other Program Income						0	N/A
Sales to Public						0	N/A
Investment Income						0	N/A
Miscellaneous						0	N/A
Other Revenues (Please list separately any major item)						0	N/A
Transfers in from other internal budgets						0	N/A
Income from Previous Year						0	N/A
						0	N/A
TOTAL REVENUES	$ -	$ -	$ 40,016.00	$ 48,016.00	$ 48,016.00	$ -	0.0%

FY 2013 Budget is based on amount awarded, not requested.

Attachment F: Budget Format

CITY OF CHATTANOOGA
FY2014 Agency Funding Financial Form
Fortwood Center, Inc. - B.A.S.I.C. Program

Account Category	Actual FY2010	Actual FY2011	Actual FY2012	Budget FY2013	Request FY2014	vs. FY13 Bud	vs FY13 Bud
OPERATIONS							
Personnel Expenses							
Salaries			28,968.00	29,926.00	31,000.00	1074	3.6%
Fringe Benefits						0	N/A
Employee Health			3,639.00	3,128.00	3,100.00	-28	-0.9%
Pension/Retirement			1,159.00	1,000.00	2,664.00	1664	166.4%
Payroll Taxes, etc.			2,198.00	2,230.00	2,300.00	70	3.1%
Other (unemployment, life insurance, etc)							
Total Personnel Expenses	$ -	$ -	$ 35,964.00	$ 36,284.00	$ 39,064.00	2,780.00	7.7%
OPERATING EXPENSES							
Administration							
Services							
Professional Fee & Contract service						0	N/A
Utilities						0	N/A
Other							
Rent							
Travel/Transportation						0	N/A
Local			888.00	1,100.00	900.00		
Out of Town							
Insurance (not employee health)						0	N/A
Materials & Supplies			707.00	800.00	500.00	-300	-37.5%
Telephone, Fax, ISP			195.00	180.00	200.00	20	11.1%
Postage and Shipping						0	N/A
Occupancy/Building/Utilities						0	N/A
Equipment Rental and Maintenance (including contracts)				1,000.00	1,000.00	0	0.0%
Outside Printing, Art Work, etc.						0	N/A
Conferences, Conventions, etc.						0	N/A
Special Assistance to Individuals						0	N/A
National Dues/Support Payments						0	N/A
Organization Dues (other than above)						0	N/A
Awards and Grants						0	N/A
Fund Raising/Self-Support Activities						0	N/A
Miscellaneous						0	N/A
Equipment Purchases (incl. capital expenses)						0	N/A
Depreciation						0	N/A
Other Expenses (Please list separately any major item)						0	N/A
Management & General			12,057.00	8,652.00	6,352.00	-2300	-26.6%
Operating Expenses Total	$ -	$ -	$ 13,847.00	$ 11,732.00	$ 8,952.00	(2,780.00)	-23.7%
TOTAL OPERATIONS	$ -	$ -	$ 49,811.00	$ 48,016.00	$ 48,016.00	-	0.0%
REVENUE OVER/ (UNDER) OPERATIONS	$ -	$ -	$ (9,795.00)	$ -	$ -	-	N/A