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April 9, 2013

Ms. Peg Purvis
Executive Director
Canadian Mental Health Association - Brant County Branch
44 King Street, Suite 203
Brantford ON N3T 3C7



Dear Ms. Purvis:

Re: 4% Community Funding Allocation - Expanded Case Management and Crisis Services

At their September 27, 2012, meeting, the Hamilton Niagara Haldimand Brant (HNHB) Local Health Integration Network (LHIN) Board of Directors (Board) approved 2012-13 base funding to support:

- **Expanded Case Management and Crisis Services**

As a result of a reallocation of funding with partnering Health Service Providers (HSP), Canadian Mental Health Association - Brant County Branch will receive its share of the approved base funding directly from the LHIN in the 2013-14 fiscal year. Details of this approval are provided in the attached Project Funding Agreement (PFA). (Please be advised that if your agency is fulfilling a sponsoring or lead agency role, you are accountable to the LHIN for the deliverables, funding and reporting.) Included in the PFA is a performance schedule with the indicators we are asking Canadian Mental Health Association - Brant County Branch to report on in 2013-14.

Funding will be adjusted upon receipt of the signed PFA.

This funding is subject to in-year and year-end reconciliation and recovery. To facilitate this reporting requirement, please maintain separate financial and statistical records for these funds. A template to facilitate reporting will be provided to you electronically. This must be completed and submitted to the HNHB LHIN on a quarterly basis. These Quarterly Reports will be reviewed, and used to assist in the evaluation of the program and budget that was approved by the HNHB LHIN Board.

As you know, the 2012 Budget, Strong Action for Ontario, includes a plan to keep Ontario on track to balance the budget by 2017-18. The government is committed to getting its fiscal house in order while protecting the services that matter most to Ontarians: health care and education.

That strong action includes a plan to transform the broader public sector (BPS). The BPS plays a critical role in providing services to Ontarians and the government has always valued, and will continue to value that work. Compensation for the BPS accounts for more than 50 per cent of all Ontario government spending. The government is asking all Ontarians to do their part in returning the budget to balance. To meet the government's fiscal targets, the fiscal plan provides no funding for incremental compensation increases for new collective agreements.

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Ms. Peg Purvis

The government respects the collective bargaining process and will leave existing agreements intact. The government will also insist that its partners continue providing high-quality health care, education and other key public services to Ontario families.

Ontario is expecting its bargaining partners to meet the following criteria:

- For two years, collective agreements should not allow for increases in compensation. This includes wages, performance pay and benefits. Any movement through an established grid must be fully offset from within the total compensation package. Should parties wish to enter contracts of more than two years, those contracts should contain no increases in compensation during the additional period.
- The Broader Public Sector Accountability Act, 2010, implements compensation restraint measures for designated executives at hospitals, universities, colleges, school boards and designated organizations. The restraint measures are effective March 31, 2012, and are in place until the province ceases to have a deficit.
- Decisions related to compensation for non-executives who are not governed by collective agreements should live within fiscal targets.

In addition, there should be no agreement to terms that impose longer-term costs or restrictions on service delivery.

The attached PFA is a schedule of the Multi-Sector Service Accountability Agreement (M-SAA) previously signed with the LHIN. Subject to your acceptance to the terms and conditions detailed in this letter and the attached PFA, the M-SAA between your organization and the LHIN will be amended to reflect these changes. To the extent that there are any conflicts between what is in the M-SAA, and what has been added to the M-SAA by this letter and the attached PFA, this letter and the PFA will govern. All other terms and conditions in the M-SAA will remain the same.

To confirm your agreement with the terms and conditions as described in this letter and the PFA, please print, sign and return two copies **by April 23, 2013** to the attention of Shannon Lawrence, Analyst, Finance, HNHB LHIN, 264 Main Street East, Grimsby, ON L3M 1P8. Please also return a copy electronically to shannon.lawrence@lhins.on.ca.

Should you have any questions regarding the information provided in the letter, please contact Karen Horvath, Interim Director, Finance, at karen.horvath@lhins.on.ca or (905) 945-4930, ext. 4236.

The success of this initiative is in part due to the hard work and dedication of your organization. Thank you for your commitment to improving services and supports for our community.

Sincerely,



Donna Cripps
Chief Executive Officer

Attachment(s)

- c: Marlene Robertson, Board President, Canadian Mental Health Association - Brant County Branch
Michael Shea, Board Chair, HNHB LHIN
Susan Vandevelde-Coke, Interim Executive Director, Community Addiction and Mental Health Services of Haldimand & Norfolk
Mike Benin, Manager of Mental Health & Addictions Services, Brant Community Healthcare System

Ms. Peg Purvis

Rose Gass, Director, Emergency Department and Respiratory Therapy, Norfolk General Hospital

Philip Christoff, Director, Quality and Risk Management, HNHB LHIN

Karen Horvath, Interim Director, Finance, HNHB LHIN

Steven Isaak, Director, Health System Transformation, HNHB LHIN

Rosalind Tarrant, Director, Access to Care, HNHB LHIN

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Schedule F - Project Funding Agreement

THIS PROJECT FUNDING AGREEMENT (the "PFA") is effective as of April 1, 2013 (the "Effective Date") between:

**HAMILTON NIAGARA HALDIMAND BRANT
LOCAL HEALTH INTEGRATION NETWORK** (the "LHIN")

- and -

CANADIAN MENTAL HEALTH ASSOCIATION - BRANT COUNTY BRANCH (the "HSP")

WHEREAS the LHIN and the HSP entered into a service accountability agreement dated April 1, 2011 (the "SAA") for the provision of Services and now wish to set out the terms of pursuant to which the LHIN will fund the HSP for **Expanded Case Management and Crisis Services and** (the "Project(s)");

NOW THEREFORE in consideration of their respective agreements set out below and subject to the terms of the SAA, the parties covenant and agree as follows:

1.0 Definitions. Unless otherwise specified in the PFA, capitalized words and phrases shall have the meaning set out in the SAA. When used in the PFA, the following words and phrases have the following meanings:

"**Deliverable**" means one of, and "**Deliverables**" mean more than one of, the deliverables provided by the HSP pursuant to the terms of this PFA and set out in Appendix A to this PFA;

"**Project Funding**" means the applicable price or funding for the Services and Deliverables and set out in Appendix A to this PFA;

"**Service**" means one of, and "**Services**" mean more than one of, the services provided by the HSP pursuant to the terms of this PFA and set out in Appendix A to this PFA; and

"**Term**" means the period of time from the Effective Date up to and including March 31, 2014.

2.0 Relationship between the SAA and the PFA. This PFA is made subject to and hereby incorporates the terms of the SAA. On execution the PFA will be appended to the SAA as a Schedule.

3.0 The Services and Deliverables. The HSP agrees to provide the Services and Deliverables on the terms and conditions of this PFA including all Appendices and schedules thereto.

4.0 Right to Re-use Deliverables. The HSP will grant, and will ensure that it acquires all the rights, and waivers of moral rights, it requires to grant to, and enable the LHIN to fully utilize, a perpetual, worldwide, non-exclusive, irrevocable, transferable royalty free, fully paid up right and license (a) to use, modify, reproduce and distribute the Deliverables in any form or format; and (b) to authorize other persons, including one or more local health integration networks to do any of the actions set out in (a) on behalf of the LHIN.

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5.0 Rates and Payment Process. Subject to the SAA, the Project Funding for the provision of the Deliverables shall be as specified in Appendix A to this PFA.

6.0 Representatives for PFA.

- (a) The HSP's Representative for purposes of this PFA shall be Peg Purvis, Executive Director, tel: 519-752-2998, fax: 519-752-2717, e-mail: peg@cmhabrant.on.ca. The HSP agrees that the HSP's Representative has authority to legally bind the HSP.
- (b) The LHIN's Representative for purposes of this PFA shall be: Donna Cripps, Chief Executive Officer, tel: 905-945-4930, fax: 905-945-1992, e-mail: donna.cripps@lhins.on.ca.

7.0 Additional Terms and Conditions. The following additional terms and conditions are applicable to this PFA.

- (a) Notwithstanding any other provision in the SAA or this PFA, in the event the SAA is terminated or expires prior to the expiration or termination of the PFA, the PFA shall continue until it expires or is terminated in accordance with its terms.
- (b) Additional Terms and Conditions are addressed in Appendix A

IN WITNESS WHEREOF the parties hereto have executed this PFA as of the date first above written.

CANADIAN MENTAL HEALTH ASSOCIATION - BRANT COUNTY BRANCH

By:

Peg Purvis
Peg Purvis
Executive Director

April 11, 2013
Date

HAMILTON NIAGARA HALDIMAND BRANT LOCAL HEALTH INTEGRATION NETWORK

By:

Donna Cripps
Donna Cripps
Chief Executive Officer

May 8/13
Date

APPENDIX A: DELIVERABLES

1. DESCRIPTION OF PROJECT

Expanded Case Management and Crisis Services

This is part of an integrated program to build a continuum of crisis capacity, case management and treatment across Haldimand Norfolk and Brant. Program components include intensive case management, counselling, peer support, system navigation, common intake, support at transitions between hospitals and community, withdrawal management aftercare, expansion of safe beds and mobile crisis support. Canadian Mental Health Association - Brant County Branch will provide ongoing clinical group and individual support in the community for persons with mental health, addictions and concurrent disorders; follow up post hospital and safe beds discharge.

2. DESCRIPTION OF DELIVERABLES

- See Performance Standards

3. OUT OF SCOPE

- Services other than those identified by the functional codes Schedule 2.
- Surplus funding cannot be used to offset operational costs or pressures related to base operations of the organization.

4. REPORTING

Reporting Period	Dates of Reporting Period	Due Date
Second Quarter Report	April 1, 2013 – September 30, 2013	October 31, 2013
Third Quarter Report	October 1, 2013 – December 31, 2013	January 24, 2014*
Year-End Report	January 1, 2014– March 31, 2014	April 30, 2014

**subsequent reports due 30 days after end of quarter.*

5. PERFORMANCE STANDARDS

- Provide a report updating the HNHB LHIN on the implementation of the project using the attached Schedule 1.
- LHIN staff will meet with you to assist with the development of the performance indicator targets for 2013-14.

6. FINANCIAL

- See attached Schedule 2.

7. PROJECT ASSUMPTIONS

- On-going funding is contingent on the outcomes of a performance evaluation
- A performance evaluation will be completed within a year of the start date of the program.
- Start-up costs are funded on a one time basis.
- All funds are subject to reconciliation and recovery.

8. RATES / BUDGET

8.1 The Budget for completion of this PFA is outlined in the attached Budget & Reporting Schedule 2.

8.2 Regardless of any other provision of this PFA, the **base** funding payable for the completion of the Deliverables under this PFA is not to exceed **\$92,870** in 2013-14 for the following:

- **Expanded Case Management and Crisis Services**

