

I. State Information

State Information

Plan Year

Federal Fiscal Year 2023

State Identification Numbers

Unique Entity ID JP1QRJYYJG73

EIN/TIN 83-0208667

I. State Agency to be the Grantee for the PATH Grant

Agency Name Wyoming Department of Health

Organizational Unit Behavioral Health Division

Mailing Address Wyoming State Capitol - 200 West 24th Street

City Cheyenne

Zip Code 82002

II. Authorized Representative for the PATH Grant

First Name Matthew

Last Name Petry

Agency Name Wyoming Department of Health, Behavioral Health Division

Mailing Address 122 West 25th Street, Herschler Building 2 West, Suite B

City Cheyenne

Zip Code 82002

Telephone 307-777-6494

Fax 307-777-5849

Email Address matt.petry1@wyo.gov

III. Expenditure Period

From 9/1/2023

To 8/31/2024

IV. Date Submitted

NOTE: this field will be automatically populated when the application is submitted.

Submission Date 3/17/2023 12:36:22 PM

Revision Date 3/17/2023 12:36:34 PM

V. Contact Person Responsible for Application Submission

First Name Erica

Last Name Mathews

Telephone (307) 777-3364

Fax (307) 777-5849

Email Address erica.mathews1@wyo.gov

Footnotes:

Contact Person Responsible for Application Submission:

First Name: Megan

Last Name: Norfolk

Telephone: (307) 777-7903

Fax: (307) 777-5849

Email Address: megan.norfolk1@wyo.gov

The Wyoming State Capitol Building is the Wyoming Department of Health Administration location, the Behavioral Health Division is located in the Herschler Building.

I. State Information

Assurances - Non-Construction Programs

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standard or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standard for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetland pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C.

§470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

HHS Assurances of Compliance (HHS 690)

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE DISCRIMINATION ACT OF 1975, AND SECTION 1557 OF THE AFFORDABLE CARE ACT

The Applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts, property, discounts or other Federal financial assistance from the U.S. Department of Health and Human Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 80), to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
2. Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 84), to the end that, in accordance with Section 504 of that Act and the Regulation, no otherwise qualified individual with a disability in the United States shall, solely by reason of her or his disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
3. Title IX of the Education Amendments of 1972 (Pub. L. 92-318), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 86), to the end that, in accordance with Title IX and the Regulation, no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity for which the Applicant receives Federal financial assistance from the Department.
4. The Age Discrimination Act of 1975 (Pub. L. 94-135), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 91), to the end that, in accordance with the Act and the Regulation, no person in the United States shall, on the basis of age, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
5. Section 1557 of the Affordable Care Act (Pub. L. 111-148), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 92), to the end that, in accordance with Section 1557 and the Regulation, no person in the United States shall, on the ground of race, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any health program or activity for which the Applicant receives Federal financial assistance from the Department.

The Applicant agrees that compliance with this assurance constitutes a condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees and assignees for the period during which such assistance is provided. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.

The grantee, as the awardee organization, is legally and financially responsible for all aspects of this award including funds provided to sub-recipients in accordance with 45 CFR ? 75.351-75.352, Subrecipient monitoring and management.

Name

Stefan Johansson

Title

Director

Organization

Wyoming Department of Health

Signature:

Date:

FY 2023 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:

Title

Director

Organization

Wyoming Department of Health

Signature:



Date:

4/19/22

FY 2022 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:



April 18, 2022

Miriam E. Delphin-Rittmon, Ph.D.
Assistant Secretary from Mental Health and Substance Use
Substance Abuse and Mental Health Services Administration
5600 Fishers Lane
Rockville, MD 20857

Re: Projects for Assistance in Transition from Homelessness Formula Grant

Dear Dr. Delphin-Rittmon:

This delegation of authority has been requested by the Wyoming Department of Health, Behavioral Health Division, Mental Health and Substance Abuse Services Section. The purpose of this delegation is in regard to the Projects for Assistance in Transition from Homelessness (PATH) Formula Grant application, which pursuant to Section 529 of the Public Health Services Act, requiring each funding agreement is made through certification from the Chief Executive Officer of the applying state.

I hereby delegate authority to Stefan Johansson, Director of the Wyoming Department of Health, or anyone officially acting in this role in the instance of a vacancy, to execute funding agreements and certification, provide assurances of compliance to the Assistant Secretary of the Substance Abuse and Mental Health Services Administration, and to perform similar acts relevant to the administration of the PATH Formula Grant. This delegation of authority shall remain in place as long as I am Governor or until such time it is rescinded in writing.

Sincerely,

Mark Gordon
Governor of Wyoming

MG:SJ:M:jg:kh

cc: Stefan Johansson, Director, Wyoming Department of Health
Megan Norfolk, State Planner, Behavioral Health Division, Department of Health
Matthew Petry, MPA, Senior Administrator, Behavioral Health Division, Department of Health

I. State Information

Certifications

1. Certification Regarding Debarment and Suspension

The undersigned (authorized official signing for the applicant organization) certifies to the best of his or her knowledge and belief, that the applicant, defined as the primary participant in accordance with 2 CFR part 180, and its principals:

- a. Agrees to comply with 2 CFR Part 180, Subpart C by administering each lower tier subaward or contract that exceeds \$25,000 as a "covered transaction" and verify each lower tier participant of a "covered transaction" under the award is not presently debarred or otherwise disqualified from participation in this federally assisted project by:
 - a. Checking the Exclusion Extract located on the System for Award Management (SAM) at <http://sam.gov>
 - b. Collecting a certification statement similar to paragraph (a)
 - c. Inserting a clause or condition in the covered transaction with the lower tier contract

2. Certification Regarding Drug-Free Workplace Requirements

The undersigned (authorized official signing for the applicant organization) certifies that the applicant will, or will continue to, provide a drug-free workplace in accordance with 2 CFR Part 182by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's work-place and specifying the actions that will be taken against employees for violation of such prohibition;
- b. Establishing an ongoing drug-free awareness program to inform employees about--
 1. The dangers of drug abuse in the workplace;
 2. The grantee's policy of maintaining a drug-free workplace;
 3. Any available drug counseling, rehabilitation, and employee assistance programs; and
 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) above;
- d. Notifying the employee in the statement required by paragraph (a), above, that, as a condition of employment under the grant, the employee will--
 1. Abide by the terms of the statement; and
 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- e. Notifying the agency in writing within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- f. Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d) (2), with respect to any employee who is so convicted?
 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

3. Certifications Regarding Lobbying

Per 45 CFR 75.215, Recipients are subject to the restrictions on lobbying as set forth in 45 CFR part 93. Title 31, United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal grant or cooperative agreement must disclose lobbying undertaken with non-Federal (non- appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs. The undersigned (authorized official signing for the applicant organization) certifies, to the best of his or her knowledge and belief, that

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering

into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. (If needed, Standard Form-LLL, "Disclosure of Lobbying Activities," its instructions, and continuation sheet are included at the end of this application form.)
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4. Certification Regarding Program Fraud Civil Remedies Act (PFCRA) (31 U.S.C ? 3801- 3812)

The undersigned (authorized official signing for the applicant organization) certifies that the statements herein are true, complete, and accurate to the best of his or her knowledge, and that he or she is aware that any false, fictitious, or fraudulent statements or claims may subject him or her to criminal, civil, or administrative penalties. The undersigned agrees that the applicant organization will comply with the Public Health Service terms and conditions of award if a grant is awarded as a result of this application.

5. Certification Regarding Environmental Tobacco Smoke

Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, daycare, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such Federal funds. The law does not apply to children's services provided in private residence, portions of facilities used for inpatient drug or alcohol treatment, service providers whose sole source of applicable Federal funds is Medicare or Medicaid, or facilities where WIC coupons are redeemed.

Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.

By signing the certification, the undersigned certifies that the applicant organization will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

The applicant organization agrees that it will require that the language of this certification be included in any subawards which contain provisions for children's services and that all subrecipients shall certify accordingly.

The Public Health Services strongly encourages all grant recipients to provide a smoke-free workplace and promote the non-use of tobacco products. This is consistent with the PHS mission to protect and advance the physical and mental health of the American people.

Name

Stefan Johansson

Title

Director

Organization

Wyoming Department of Health

Signature:

Date:

FY 2023 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:

into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. (If needed, Standard Form-LLL, "Disclosure of Lobbying Activities," its instructions, and continuation sheet are included at the end of this application form.)
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The Public Health Services strongly encourages all grant recipients to provide a smoke-free workplace and promote the non-use of tobacco products. This is consistent with the PHS mission to protect and advance the physical and mental health of the American people.

Name

Stefan Johansson

Title

Director

Organization

Wyoming Department of Health

Signature:



Date: 4/19/22

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April 18, 2022

Miriam E. Delphin-Rittmon, Ph.D.
Assistant Secretary from Mental Health and Substance Use
Substance Abuse and Mental Health Services Administration
5600 Fishers Lane
Rockville, MD 20857

Re: Projects for Assistance in Transition from Homelessness Formula Grant

Dear Dr. Delphin-Rittmon:

This delegation of authority has been requested by the Wyoming Department of Health, Behavioral Health Division, Mental Health and Substance Abuse Services Section. The purpose of this delegation is in regard to the Projects for Assistance in Transition from Homelessness (PATH) Formula Grant application, which pursuant to Section 529 of the Public Health Services Act, requiring each funding agreement is made through certification from the Chief Executive Officer of the applying state.

I hereby delegate authority to Stefan Johansson, Director of the Wyoming Department of Health, or anyone officially acting in this role in the instance of a vacancy, to execute funding agreements and certification, provide assurances of compliance to the Assistant Secretary of the Substance Abuse and Mental Health Services Administration, and to perform similar acts relevant to the administration of the PATH Formula Grant. This delegation of authority shall remain in place as long as I am Governor or until such time it is rescinded in writing.

Sincerely,

Mark Gordon
Governor of Wyoming

MG:SJ:M:jg:kh

cc: Stefan Johansson, Director, Wyoming Department of Health
Megan Norfolk, State Planner, Behavioral Health Division, Department of Health
Matthew Petry, MPA, Senior Administrator, Behavioral Health Division, Department of Health

I. State Information

Funding Agreement

FISCAL YEAR 2023

PROJECTS FOR ASSISTANCE IN TRANSITION FROM HOMELESSNESS (PATH) AGREEMENT

I hereby certify that the State/Territory of Wyoming agrees to the following:

Section 522(a). Amounts received under the PATH Formula Grant Program will be expended solely for making grants to political subdivisions of the State, and to nonprofit private entities (including community-based veterans organizations and other community organizations) for the purpose of providing the services specified in Section 522(b) to individuals who:

- Are suffering from serious mental illness; or
- Are suffering from serious mental illness and from a substance use disorder; and
- Are homeless or at imminent risk of becoming homeless.

Section 522(b). Entities receiving grants under the PATH Formula Grant Program will expend funds for the following services:

- Outreach;
- Screening and diagnostic treatment;
- Habilitation and rehabilitation;
- Community mental health;
- Alcohol or drug treatment;
- Staff training, including the training of individuals who work in shelters, mental health clinics, substance abuse programs, and other sites where homeless individuals require services;
- Case management services, including:
 - Preparing a plan for the provision of community mental health services to the eligible homeless individual involved, and reviewing such plan not less than once every 3 months;
 - Providing assistance in obtaining and coordinating social and maintenance services for the eligible homeless individuals, including services relating to daily living activities, personal financial planning, transportation services, and habilitation and rehabilitation services, prevocational and vocational services, and housing;
 - Providing assistance to the eligible homeless individual in obtaining income support services, including housing assistance, food stamps, and supplemental security income benefits;
 - Referring the eligible homeless individual for such other services as may be appropriate; and
 - Providing representative payee services in accordance with Section 1631(a) (2) of the Social Security Act if the eligible homeless individual is receiving aid under Title XVI of such act and if the applicant is designated by the Secretary to provide such services.
- Supportive and supervisory services in residential settings;
- Referrals for primary health services, job training, education services and relevant housing services;
- Housing services [subject to Section 522(h)(1)] including:
 - Minor renovation, expansion, and repair of housing;
 - Planning of housing;
 - Technical assistance in applying for housing assistance;
 - Improving the coordination of housing services;
 - Security deposits;
 - The costs associated with matching eligible homeless individuals with appropriate housing situations;
 - One-time rental payments to prevent eviction; and
- Other appropriate services, as determined by the Secretary.

Section 522(c). The State will make grants pursuant to Section 522(a) only to entities that have the capacity to provide, directly through arrangements, the services specified in Section 522(b), including coordinating the provision of services in order to meet the needs of eligible homeless individuals who are both mentally ill and suffering from a substance abuse disorder.

Section 522(d). In making grants to entities pursuant to Section 522(a), the State will give special consideration to entities with a demonstrated effectiveness in serving homeless veterans.

Section 522(e). The state agrees that grants pursuant to Section 522(a) will not be made to any entity that:

- Has a policy of excluding individuals from mental health services due to the existence or suspicion of a substance use disorder; or
- Has a policy of excluding individuals from substance use services due to the existence or suspicion of mental illness.

Section 522(f). Not more than four (4) percent of the payments received under the PATH Formula Grant Program will be expended for administrative expenses regarding the payments.

Section 522(h). The State agrees that not more than 20 percent of the payments will be expended for housing services under section 522(b)(10); and the payments will not be expended for the following:

- To support emergency shelters or construction of housing facilities;
- For inpatient psychiatric treatment costs or inpatient substance use treatment costs; or
- To make cash payments to intended recipients of mental health or substance use services.

Section 523(a). The State will make available, directly or through donations from public or private entities, non-Federal contributions toward such costs in an amount that is not less than \$1 for each \$3 of funds provided in such payments. The amount of non-Federal contributions shall be determined in accordance with Section 523(b).

Section 523(c). The State will not require the entities to which grants are provided pursuant to Section 522(a) to provide non-Federal contributions in excess of the non-Federal contributions described in Section 523(a).

Section 526. The State has attached hereto a Statement that does the following:

- Identifies existing programs providing services and housing to eligible homeless individuals and gaps in the delivery systems of such programs;
- Includes a plan for providing services and housing to eligible homeless individuals, which:
 - Describes the coordinated and comprehensive means of providing services and housing to homeless individuals; and
 - Includes documentation that suitable housing for eligible homeless individuals will accompany the provision of services to such individuals;
- Describes the source of the non-Federal contributions described in Section 523;
- Contains assurances that the non-Federal contributions described in Section 523 will be available at the beginning of the grant period;
- Describes any voucher system that may be used to carry out this part; and
- Contains such other information or assurances as the Secretary may reasonably require.

Section 527(a)(1), (2), and (3). The State has attached hereto a description of the intended use of PATH Formula grant amounts for which the State is applying. This description shall:

- Identify the geographic areas within the State in which the greatest numbers of homeless individuals with a need for mental health, substance use, and housing services are located; and
- Provide information relating to the program and activities to be supported and services to be provided, including information relating to coordinating such programs and activities with any similar programs and activities of public and private entities.

Section 527(a)(4). The description of intended use for the fiscal year of the amounts for which the State is applying will be revised throughout the year as may be necessary to reflect substantial changes in the programs and activities assisted by the State pursuant to the PATH Formula Grant Program.

Section 527(b). In developing and carrying out the description required in Section 527(a), the State will provide public notice with respect to the description (including any revisions) and such opportunities as may be necessary to provide interested clients, such as family members, consumers and mental health, substance use, and housing agencies, an opportunity to present comments and recommendations with respect to the description.

Section 527(c)(1)(2). The services to be provided pursuant to the description of the intended use required in Section 527(a), have been considered in the preparation of, have been included in, and are consistent with the State Plan for Comprehensive Community Mental Health Services under P.L. 102-321.

Section 528(a). The State will, by January 31, 2024, prepare and submit a report providing such information as is necessary for the following:

- To secure a record and description of the purposes for which amounts received under the PATH Formula Grant Program were expended during fiscal year 2023 and of the recipients of such amounts; and
- To determine whether such amounts were expended in accordance with the provisions of Part C – PATH.

Section 528(b). The State further agrees that it will make copies of the reports described in Section 528(a) available for public inspection.

Section 529. Payments may not be made unless the State agreements are made through certification from the chief executive officer of the State.

Charitable Choice Provisions:

The State will comply, as applicable, with the Substance Abuse and Mental Health Services Administration's (SAMHSA) Charitable Choice statutes codified at sections 581-584 and 1955 of the Public Health Service Act (42 U.S.C. §§290kk, et seq., and 300x-65) and their governing regulations at 42 C.F.R. part 54 and 54a respectively.

Governor/Designee Name

Stefan Johansson

Title

Director

Organization

Wyoming Department of Health

Signature:

Date:

FY 2023 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:

Governor/Designee Name

Stefan Johansson

Title

Director

Organization

Wyoming Department of Health

Signature:



Date:

4/19/22

FY 2022 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

· **Footnotes:**



April 18, 2022

Miriam E. Delphin-Rittmon, Ph.D.
Assistant Secretary from Mental Health and Substance Use
Substance Abuse and Mental Health Services Administration
5600 Fishers Lane
Rockville, MD 20857

Re: Projects for Assistance in Transition from Homelessness Formula Grant

Dear Dr. Delphin-Rittmon:

This delegation of authority has been requested by the Wyoming Department of Health, Behavioral Health Division, Mental Health and Substance Abuse Services Section. The purpose of this delegation is in regard to the Projects for Assistance in Transition from Homelessness (PATH) Formula Grant application, which pursuant to Section 529 of the Public Health Services Act, requiring each funding agreement is made through certification from the Chief Executive Officer of the applying state.

I hereby delegate authority to Stefan Johansson, Director of the Wyoming Department of Health, or anyone officially acting in this role in the instance of a vacancy, to execute funding agreements and certification, provide assurances of compliance to the Assistant Secretary of the Substance Abuse and Mental Health Services Administration, and to perform similar acts relevant to the administration of the PATH Formula Grant. This delegation of authority shall remain in place as long as I am Governor or until such time it is rescinded in writing.

Sincerely,

Mark Gordon
Governor of Wyoming

MG:SJ:M:jg:kh

cc: Stefan Johansson, Director, Wyoming Department of Health
Megan Norfolk, State Planner, Behavioral Health Division, Department of Health
Matthew Petry, MPA, Senior Administrator, Behavioral Health Division, Department of Health

I. State Information

Disclosure of Lobbying Activities

Are there lobbying activities pursuant to 31 U.S.C. 1352 to be disclosed? Yes ☐ No ☒

To View Standard Form LLL, Click the link below (This form is OPTIONAL).

Standard Form LLL (click here)

Name:

Stefan Johansson

Title:

Director

Organization:

Wyoming Department of Health

Signature:

Date Signed:

mm/dd/yyyy

FY 2023 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:

I. State Information

Disclosure of Lobbying Activities

Are there lobbying activities pursuant to 31 U.S.C. 1352 to be disclosed? Yes ☐ No ☒

To View Standard Form LLL, Click the link below (This form is OPTIONAL).

[Standard Form LLL \(click here\)](#)

Name: Stefan Johansson

Title: Director

Organization: Wyoming Department of Health

Signature: 

Date Signed: 4/12/22

mm/dd/yyyy

FY 2022 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:



April 18, 2022

Miriam E. Delphin-Rittmon, Ph.D.
Assistant Secretary from Mental Health and Substance Use
Substance Abuse and Mental Health Services Administration
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Rockville, MD 20857

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Sincerely,

Mark Gordon
Governor of Wyoming

MG:SJ:M:jg:kh

cc: Stefan Johansson, Director, Wyoming Department of Health
Megan Norfolk, State Planner, Behavioral Health Division, Department of Health
Matthew Petry, MPA, Senior Administrator, Behavioral Health Division, Department of Health

I. State Information

State PATH Regions

Name	Description	Actions
Basin	The basin region is comprised of four counties lying centrally along the northern border of Wyoming. This is the least populated and smallest region of the state. Big Horn County has a population of approximately 11,632 with 3,137.10 square miles. Hot Springs County has a population of approximately 4,597 with 2,004.09 square miles. Park County has a population of approximately 30,108 with 6,942.08 square miles. Washakie County has a population of approximately 7,705 with 2,238.55 square miles.	
Central	The central region is comprised of four counties that run through the middle of the state. The four counties and their population and size are Converse: 13,672 (4,255 sq. mi.), Fremont: 39,336 (9,184 sq. mi.), Natrona: 79,555 (5,340 sq. mi.), Niobrara: 2,438 (2,626 sq. mi.) The Wind River Indian Reservation (WRIR) 26,180 (3,053 sq. mi.) is included in Fremont County statistics. A PATH provider serves the WRIR.	
Northeast	The northeast region is comprised of five counties across the northeast corner of the state. Population and size of each county in the region are Campbell: 46,401 (4,803 sq. mi.), Crook: 7,315 (2,854 sq. mi.), Johnson: 8,623 (4,154 sq. mi.), Sheridan: 30,646 (2,524 sq. mi.), Weston: 6,745 (2,398 sq. mi.) A PATH provider is located in Campbell County.	
Southeast	The southeast region is comprised of five counties located in the southeast corner of the state. The five counties, their population and size are Albany: 37,608 (4,274 sq. mi.), Carbon: 14,649 (7,898 sq. mi.), Goshen: 12,537 (2,225 sq. mi.), Laramie: 100,863 (2,686 sq. mi.), Platte: 8,699 (2,084 sq. mi.). A PATH provider is located in Laramie County.	
Southwest	The southwest region is comprised of five counties located in the southwest corner of the state. This region is large in size, including Yellowstone National Park, one of the most visited places in the United States. The five counties, their population and size are Lincoln: 20,153 (4,076 sq. mi.), Sublette: 8,697 (4,887 sq. mi.), Sweetwater: 41,614 (10,427 sq. mi.), Teton: 23,575 (3,995 sq. mi.), and Uinta: 20,635 (2,081 sq. mi.). A PATH provider is located in Sweetwater County.	
Statewide	Population estimates as of July 1, 2022 (V2022) from US Census Bureau. Statewide is comprised off all regions and the counties, estimating approximately 581,381 residents. Occupying 97,093 square miles of mountains, rolling plains, and barren desert. Approximately 68.75% of the population is consider rural by USDA Economic Research Services/U.S. Department of Agriculture. The two largest towns in Wyoming are Cheyenne (approximate population 65,051) and Casper (approximate population 58,656).	

FY 2023 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:

Data comes from the US Census Bureau's population estimates, July 1, 2022 (V2022); rural percentage comes from the USDA Economic Research Service, U.S. Department of Agriculture. Approximately an increase of 1,952 individuals based off county information; estimate overall from the above resource estimates an increase of 4,544 individuals based off statewide information. An estimated combined decrease in approximately 461 residents in the two largest towns.

II. Executive Summary

1. State Summary Narrative

Narrative Question:

Provide an overview of the state's PATH program with key points that are expanded upon in the State Level Sections of WebBGAS.

FY 2023 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:

State Summary Narrative:

The State of Wyoming, Wyoming Department of Health, Behavioral Health Division (Division) proposes to utilize Projects for Assistance in Transition from Homelessness (PATH) Grant funds for contracts with four (4) Subrecipient providers and minimal administration costs allocated to the Division. Federal PATH funds are matched by Subrecipient providers with a mix of donations, in-kind, and cash from fundraisers, city, county, or other sources at a 3:1 ratio. The Division utilizes State General Fund dollars for the state match.

Organization	Type of Organization	County Served	PATH Amount*	Matching Funds*	Match Source
Paintbrush Generations, Inc.	This corporation is organized exclusively for charitable, religious, educational, and scientific purposes. This includes distributions to organizations that qualify as exempt organizations under the Internal Revenue Code, or the corresponding section of any future federal tax code.	Fremont County / Wind River Indian Reservation	\$ 61,950.00	\$ 20,650.00	Cash match will be obtained from fundraising, writing for other funding opportunities, and in-kind match.
Recover Wyoming	A non-profit 501(c)(3) organization and is Wyoming's only federally recognized Recovery Community Organization	Laramie County	\$ 109,150.00	\$ 36,383.34	Cash match from organizational fundraising, undesignated donations by individuals and corporations, and in-kind match.
Sweetwater Family Resource Center	A 501(c)(3) charitable non-profit organization	Sweetwater County	\$ 61,950.00	\$ 20,650.00	Cash match will be provided by United Way.
Youth Emergency Services, Inc.	A nonprofit human services organization	Campbell County	\$ 61,950.00	\$ 20,650.00	Cash match from City of Gillette 1% Tax.
Wyoming Department of Health, Behavioral Health Division	State Government	Statewide	\$ 5,000.00	\$ 1,666.66	State General Funds.
Total			\$300,000.00	\$100,000.00	

*PATH amounts listed above are based on provider applications and are subject to change as a result of negotiations prior to execution of the contracts. PATH Match funds are the base minimum required to meet the 3:1 ratio.

The table above is proposed. The PATH amount for the Division is budgeted for travel and training for homeless conferences, as necessary and requested, in relation to the PATH Grant.

Each Wyoming PATH Subrecipient provides street outreach, PATH case management, staff and community training, housing assistance as designated in PATH regulations, and a Housing First approach. These Subrecipient providers serve individuals with serious mental illness and or co-occurring substance use disorder who are homeless or at significant risk of homelessness. The following table shows the estimated amount of individuals the Subrecipient providers plan to contact via outreach and an estimated number of PATH enrolled individuals; while showing how many PATH Subrecipients are certified in SOAR and the expected number of individuals to complete SOAR certification.

Organization	Number of Individuals			
	Contacted via Outreach	PATH Enrolled	Certified in SOAR	Expected to Complete SOAR Certification
Paintbrush Generations, Inc.	100*	5*	2	0+
Recover Wyoming	120	75	2	5
Sweetwater Family Resource	45	15	1	1
Youth Emergency Services, Inc.	50	47	5	5
Statewide Total**	315	142	10	11+

*Paintbrush Generations, Inc. is a newer organization and does not currently have historical data to project a future estimate. The estimate is in anticipation of Paintbrush Generations hiring individuals to assist in the PATH program, historical numbers from Eastern Shoshone Recovery Program, and anticipated individuals assisted through the Eastern Shoshone Red Feathered Vocational Rehabilitation program.

** The Statewide Total does not include all the organizations from last year. Two previous Subrecipient organizations are not included – Eastern Shoshone Recovery Program and Community Action Partnership of Natrona County.

The Wyoming PATH Subrecipient providers prioritize individuals with serious mental illness, including those with co-occurring substance abuse disorder who have experienced chronic homelessness, and veterans who are homeless. Alliances with criminal justice and other institutional settings provide better practices for housing individuals entering and exiting care. Mental health and substance use disorder treatment and recovery services are available through PATH case managers who facilitate entry into low or no-cost treatment services.

The Division and the PATH Subrecipient providers continue to champion the expansion of Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI) Outreach, Access, and Recovery (SOAR) including efforts to adopt recommendations from the SOAR Leadership Academy (SOAR-LA). Alliance with Wyoming's Housing and Urban Development (HUD), HUD Continuum of Care (CoC), and the Wyoming Homeless Collaborative (WHC), allows for continued improvement of the utilization of the Homeless Management Information System (HMIS), completion of the annual Point in Time (PIT) count and PATH's participation in a coordinated entry, which is designed to prioritize the people served through PATH. Each PATH provider is encouraged to seek collaboration with CoC, HUD, WHC, and HMIS. State-level staff diligently provide programmatic and fiscal guidance and oversight to ensure outputs and outcomes are achieved while adhering to rules and regulations.

II. Executive Summary

2. State Budget

Planning Period From 9/1/2023 to 8/31/2024

A budget and budget narrative that includes the state's use of PATH funds are required. The budget can be entered directly into WebBGAS, or you can upload the budget as an attachment. The Budget Narrative is a separate document that must be uploaded as an Attachment. It must provide a justification for the basis of each proposed cost in the budget and how that cost was calculated. The proposed costs must be reasonable, allowable, allocable, and necessary for the supported activity.

* Indicates a required field

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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a. Personnel	\$ 0	\$ 0	\$ 0	N/A to state.
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No Data Available

Category	Percentage	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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b. Fringe Benefits	0.00 %	\$ 0.00	\$ 0.00	\$ 0.00	N/A to state.
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Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
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c. Travel	\$ 4,018.07	\$ 1,666.66	\$ 5,684.73	Please see attachments State Budget Narrative and Travel Breakouts.
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Annual PATH Conference	\$ 1,700.67	\$ 850.33	\$ 2,551.00	Out of State Travel for a PATH related Conference / Training. Please see the two (2) attachments below - Travel Breakout and State Budget Narrative.
Other (Describe in Comments)	\$ 2,317.40	\$ 816.33	\$ 3,133.73	In State Travel for site or facility visits. Please see Travel Breakout and State Budget Narrative attachments below.

d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	N/A to State.
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No Data Available

e. Supplies	\$ 781.93	\$ 0.00	\$ 781.93	General supplies.
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Line Item Detail *	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
Office: Supplies	\$ 781.93	\$ 0.00	\$ 781.93	General Office Supplies to complete the range of duties including copying/printing grant and contract information.

f1. Contractual (IUPs)	\$ 295,000.00	\$ 98,333.34	\$ 393,333.34	
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f2. Contractual (State)	\$ 0.00	\$ 0.00	\$ 0.00	N/A to State.
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No Data Available

Category	Percentage	Federal Dollars	Matched Dollars	Total Dollars	Comments
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PATH housing costs are limited to 20% and can only be PATH allowable costs. Personnel who are considered to be a housing cost should be entered here and not included in the Personnel line item. For questions, call your Program Officer.

g1. Housing (IUPs)	17.51 %	\$ 52,538.00	\$ 17,036.67	\$ 69,574.67	
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g2. Housing (State)		\$ 0.00	\$ 0.00	\$ 0.00	N/A to state.
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No Data Available

Category	Federal Dollars	Matched Dollars	Total Dollars	Comments
----------	-----------------	-----------------	---------------	----------

h. Construction (non-allowable)

i. Other	\$ 0.00	\$ 0.00	\$ 0.00	N/A to state.
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No Data Available

j. Total Direct Charges (Sum of a-i minus g1)	\$ 299,800.00	\$ 100,000.00	\$ 399,800.00	
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Category	Federal Dollars *	Matched Dollars *	Total Dollars	Comments
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k. Indirect Costs (Administrative Costs)	\$	200.00	\$	0.00	\$	200.00
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Indirect Costs Reasoning: Indirect cost limit of 4%. Please see attachments for Wyoming Department of Health indirect costs percentage (21.5%) due to 4% indirect cost cap, only 4% requested from state budget.

I. Grand Total (Sum of j and k)	\$	300,000.00	\$	100,000.00	\$	400,000.00
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Allocation of Federal PATH Funds	\$	300,000	\$	100,000	\$	400,000
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Source(s) of Match Dollars for State Funds:
State General Funds will be used for the use of match.

Admin Total	\$5,000.00	\$1,666.67
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c. Travel Breakout - CONFERENCES - Out of State		
Registration	\$775.00	(per NAEH conference)
M&IE	\$241.50	
3 night hotel	\$297.00	
Ground Travel to DIA	\$187.50	
Shuttle/Taxi:	\$50.00	
Airfare:	\$1,000.00	
Overall Total:	\$2,551.00	

Federal	\$1,700.67
Match	\$850.33
Remaining FED	\$3,299.33
Remaining Match	\$816.33

Cheyenne to:	Straight	Round Trip
Rock Springs	257	514
Fort Washakie	288	576
Gillette	245	490
Cheyenne	0	0

Statewide Trip	908
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c. Travel Breakout - SITE VISIT TO PROVIDERS - In State		Highest Price Point	\$2,317.40	\$816.34	
Single Trip	1 Traveler	2 Travelers	Federal	Match	
Statewide Trip	908	908	\$1,242.83	\$621.41	1 Traveler
Mileage Reimbursement (own vehicle)	\$594.74	\$594.74	\$2,317.40	\$816.34	2 Travelers
9 Days of Travel	\$501.50	\$1,003.00			
8 Nights Hotel	\$768.00	\$1,536.00			
Total	\$1,864.24	\$3,133.74			
One Traveler, 3 Trips	1 Traveler	3 Trips	Federal	Match	
Cheyenne to Town (AVERAGE)	526.67	1580.00	\$453.64	\$226.82	
Mileage Reimbursement (own vehicle, AVE)	\$344.97	\$1,034.90			
3 Days of Travel	\$143.50	\$430.50			
2 Nights Hotel	\$192.00	\$576.00			
Total	\$680.47	\$2,041.40			
Second Traveler, 1 Trip	Round Trip		Federal	Match	
Cheyenne to Rock Springs Trip	\$672.17		\$475.19	\$237.59	
Cheyenne to Fort Washakie Trip	\$712.78				
Cheyenne to Gillette Trip	\$656.45				
Highest Total	\$712.78				
Round Trip per Town	Miles	Reimbursement	Federal	Match	
Rock Springs	514.00	\$336.67	\$1,053.33	\$526.67	
Fort Washakie	576.00	\$377.28			
Gillette	490.00	\$320.95			
Cheyenne	0.00	\$0.00			
Total	1580.00	\$1,034.90			
Average Mileage Reimbursement per Trip	395.00	\$258.73			


Remaining FED	\$981.93
Remaining Match	\$0.00
	FED Totals
e. Supplies	\$781.93
k. Indirect Costs	\$200.00

FED Total	\$5,000.00
Match Total	\$1,666.67



MEMORANDUM

TO: Secretary of State
State Auditor
State Treasurer
Superintendent of Public Instruction
Agency Directors

FROM: Mark Gordon, Governor 

SUBJECT: Mileage Rate of Personal Vehicles

DATE: December 30, 2022

The State Auditor has notified me that the Internal Revenue Service has published allowable reimbursement rates effective January 1, 2023.

The mileage rates for reimbursing state employees for use of personal vehicles upon state business is 65.5 cents a mile when no state vehicle is available and 45.5 cents a mile when the use of a personal vehicle is for the convenience of the employee.

These rates shall be effective January 1, 2023 until further notice. Elected officials and agency Directors are authorized to reimburse employees for an amount not greater than these rates consistent with the policy of Executive Order 2008-1.



401 Hathaway Building • Cheyenne, WY 82002
Phone (307) 777-7656 • 1-866-571-0944
Fax (307) 777-7439 • www.health.wyo.gov




Stefan Johansson
Interim Director

Mark Gordon
Governor

MEMORANDUM

Date: January 20, 2022

To: Fiscal Managers and Program Managers
Wyoming Department of Health

From: Eric McVicker, C.P.A., Chief Financial Officer, Fiscal Services
Wyoming Department of Health 

Subject: Indirect Cost Recovery

Ref: EM-2022-102

This memo is in reference as to how the Wyoming Department of Health recovers indirect costs related to federal grants. The process is clarified below.

The U. S. Department of Health and Human Services approved our plan for recovering indirect costs as they relate to federal grants as of August 29, 2018. Our plan was submitted on an actual cost basis. This means Fiscal Services will calculate the actual costs that are considered indirect costs by definition and charge those costs to each grant based upon the grant expenditures. Fiscal Services performs this process quarterly.

For State Fiscal Year 2022, we estimate the actual percentage of indirect costs will again be 21.5%. For grant budgeting purposes, you should calculate indirect costs at 21.5%. As a guideline, you should calculate the indirect costs on the budget amounts for 100, 200, and 400 series expenditures, less equipment purchases charged to 0240-0259.

Please note some grants limit the percentage that can be collected for indirect costs. If your grant has such a restriction, use the grant specific percentage in preparing the budget for the grant application.

Please contact Allen Nuss, Budget Officer, or Debbie Vizina, Grants and General Accounting Manager, with Fiscal Services, if you have any questions.

c: Deanna Larson, CPM, Budget Analyst, Fiscal Services
Allen Nuss, Budget Officer, Fiscal Services
Craig Spradlin, Financial Services Manager, Fiscal Services
Debbie Vizina, CGMS, Grants and General Accounting Manager, Fiscal Services

Wyoming - State Budget Narrative:

The Wyoming Department of Health, Behavioral Health Division (Division) does not request funds for personnel, fringe benefits, equipment, contractual (State related), and housing (State related). However, the Division does request funds for travel, training, and fees, supplies, and indirect costs. Please see the calculations below for the In-State Travel and Out-of-State Travel breakout. In-State travel is reserved for site visits, if not conducted by virtual settings. Along with the ability to travel to a facility, if need be. Out of State travel is requested for reimbursement for annual conference expenses, at an estimated cost and estimated conference duration. The Division requests 4% of indirect costs per the maximum allowable. The Wyoming Department of Health generally requests 21.5% of grants in 100, 200, and 400 series (administrative costs). Please see the attachment titled “102-Fiscal and Program Managers” on the Indirect Cost Recovery topic.

Organization	Type of Organization	County Served	PATH Amount	Matching Funds	Match Source
Wyoming Department of Health, Behavioral Health Division	State Government	Statewide	\$5,000.00	\$1,666.66	State General Funds
Total			\$5,000.00	\$1,666.66	

Line Item Detail	Federal Dollars	Match Dollars	Total Dollars	Comment
Annual PATH Conference	\$1,700.67	\$850.33	\$2,551.00	Out of State Travel for a PATH related Conference / Training
In State Travel	\$2,317.40	\$816.33	\$3,133.73	Site Visit or Facility Visit
Office: Supplies	\$781.93	\$0.00	\$781.93	General Office Supplies to complete the range of duties including copying/printing grant and contract information
Indirect Costs (4%)	\$200.00	\$0.00	\$200.00	Indirect Cost Maximum is 4%
Total	\$5,000.00	\$1,666.66	\$6,666.66	

See attachment “Travel Breakouts.pdf” for further breakout of travel expenses.

Footnotes:

II. Executive Summary

3. Intended Use Plans

Expenditure Period Start Date: 09/01/2023 Expenditure Period End Date: 08/31/2024

The state can either enter all the IUPs and associated budgets as in prior years, or they may allow IUP users to enter their own information into WebBGAS. For more information on allowing IUP users to enter their own details, please see the tutorial under the Training Tab in WebBGAS that instructs states and IUP providers on this new process.

Summary Counts -			IUPs Listed: 4	Submitted: 4	Rejected: 0	Accepted: 4	Open Revisions: 0				
Primary IUP Provider	Provider Type	Geographic Service Area	Allocations	Matching Funds	Estimated # to Contact	Estimated # to Enroll	# Trained in SOAR	# Assisted through SOAR	Status	Actions	
Paintbrush Generations, Inc. ~	Other (please specify)	Central	\$61,950.00	\$20,650.00	100	5	2	0	Accepted	<div>Profile</div>	<div>Description</div>
										<div>Budget</div>	<div>Print</div>
Recover Wyoming ~	Other (please specify)	Southeast	\$109,150.00	\$36,383.34	120	75	2	5	Accepted	<div>Profile</div>	<div>Description</div>
										<div>Budget</div>	<div>Print</div>
Sweetwater Family Resource Center ~	Social service agency	Southwest	\$61,950.00	\$20,650.00	45	15	1	1	Accepted	<div>Profile</div>	<div>Description</div>
										<div>Budget</div>	<div>Print</div>
Youth Emergency Services, Inc. ~	Social service agency	Northeast	\$61,950.00	\$20,650.00	50	47	5	5	Accepted	<div>Profile</div>	<div>Description</div>
										<div>Budget</div>	<div>Print</div>
Grand Total			\$295,000.00	\$98,333.34	315	142	10	11			

* IUP with sub-IUPs
~ IUP modified by the state

Add New Primary IUP Provider

FY 2023 PATH FOA Catalog No.: 93.150 FOA No.: SM-21-F2 Approved: 02/23/2022

Footnotes:
Paintbrush Generations, Inc. had changes to the budget and updated the narrative piece.
Recover Wyoming has no changes to budget or narrative.
Sweetwater Family Resource Center has changes to budget (reduction of match), but not the narrative. SFRC is anticipating spending \$109,250.00 in match, but is only required to do the 3:1 ratio at \$20,650.00.
Youth Emergency Services Inc (YES House) has changes to both budget and narrative; please note, a revision request will be requested after submission for YES House.
*Number of individuals estimated for all providers may have changed, the above only reflects the budget and the narrative piece.

III. State Level Information

A. Operational Definitions

Term	Definition
Individual Experiencing Homelessness:	<p>Previously known as 'Homeless Individual'. Definition includes reference to the Public Health Services Act, Section 330(h)(5)(A).</p> <p>An individual whose primary residence during the night may not be suited for human habitation; a temporary living accommodation including public and private facilities (i.e. emergency homeless and domestic violence shelters); or transitional housing.</p>
Imminent Risk of Becoming Homeless:	<p>An individual at risk of homelessness may be in the following situation(s) with no future housing arrangements planned:</p> <p>Living with another individual and not listed as a tenant/owner/responsible party member;</p> <p>Living in a condemned building;</p> <p>Received an eviction notice or has not paid rent or utilities which may result in eviction notice;</p> <p>Living in a time limited temporary or transitional facility; or</p> <p>Discharged from a healthcare or criminal justice institution.</p>
Serious Mental Illness:	<p>Adults with SMI refers to persons age 18 and over; who (1) currently meet or at any time during the past year has met criteria for a mental disorder – including within developmental and cultural contexts – as specified within a recognized diagnostic classification system (e.g., most recent editions of DSM, ICD, etc.), and (2) display functional impairment, as determined by a standardized measure that impedes progress towards recovery and substantially interferes with or limits the person's role or functioning in family, school, employment, relationships, or community activities.</p>
Co-occurring Disorders:	<p>An individual who has an identified independent diagnosis of at least one serious mental illness and a substance use disorder.</p>

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

B. Collaboration

Narrative Question:

Describe how the state will implement a collaborative relationship with the department/office responsible for providing housing to qualifying residents. Describe how PATH funds supporting care and treatment of the homeless or marginally housed seriously mentally ill population will be served such that there is coordination of service provision to address needs impacted by serious mental illness and provision of permanent housing for those being served with grant funds is prioritized and assured.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

C. Veterans

Narrative Question:

Describe how the state gives consideration in awarding PATH funds to entities with demonstrated effectiveness in serving veterans experiencing homelessness.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

D. Alignment with PATH Goals

Narrative Question:

Describe how the services to be provided using PATH funds will target outreach and case management as priority services, and maximize serving the most vulnerable adults who are literally and chronically homeless.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

E. Alignment with State Comprehensive MH Services Plan

Narrative Question:

Describe how the services to be provided using PATH funds are consistent with the State Comprehensive Mental Health Services Plans.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

F. Process for Providing Public Notice

Narrative Question:

Describe the process for providing public notice to allow interested parties (e.g., family members; individuals who are PATH-eligible; mental health, substance use disorder, and housing agencies; the general public) to review the proposed use of PATH funds including any subsequent revisions to the application. Describe opportunities for these parties to present comments and recommendations prior to submission of the state PATH application to SAMHSA.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

G. Programmatic and Financial Oversight

Narrative Question:

Describe how the state will provide necessary programmatic and financial oversight of PATH-supported providers, such as site visits, evaluation of performance goals, audits, etc. In cases where the state provides funds through intermediary organizations (i.e., county agencies, regional behavioral health authorities), describe how these organizations will monitor the use of PATH funds.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

H. Selection of PATH Local-Area Providers

Narrative Question:

Describe the method(s) used to allocate PATH funds to areas and providers with the greatest number of individuals who experience homelessness with serious mental illnesses or co-occurring substance use disorders (i.e., through annual competitions, distribution by formula, data driven or other means).

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

I. Location of Individuals with Serious Mental Illnesses who are Experiencing Homelessness

Narrative Question:

Indicate the number of individuals with serious mental illnesses experiencing homelessness by each region or geographic area of the entire state. Indicate how the numbers were derived and where the selected providers are located on a map.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

J. Matching Funds

Narrative Question:

Describe the sources of the required PATH match contributions and provide assurances that these contributions will be available at the beginning of the grant period.

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Footnotes:

J. Matching Funds:

Describe the sources of the required PATH match contributions and provide assurances that these contributions will be available at the beginning of the grant period.

Entity	Match Contributions	Match Amount*
Paintbrush Generations, Inc.	Cash match will be obtained from fundraising, writing for other funding opportunities, and in-kind match.	\$ 20,650.00
Recover Wyoming	Cash match from organizational fundraising, undesignated donations by individuals and corporations, and in-kind match.	\$ 36,383.34
Sweetwater Family Resource Center	Cash match will be provided by United Way.	\$ 20,650.00
Youth Emergency Services, Inc.	Cash match from City of Gillette 1% Tax.	\$ 20,650.00
Wyoming Department of Health, Behavioral Health Division	State General Fund.	\$ 1,666.66
Total Match Funds		\$ 100,000.00

*Match amounts listed above are based on provider applications and are subject to change as a result of negotiations prior to execution of the contracts.

The four (4) PATH Subrecipient providers are required through State contracts to ensure that match funds are available by September 1, before contract start dates. PATH Subrecipient providers are also required to provide monthly accounting of PATH match expenditures throughout their contract terms.

III. State Level Information

K. Other Designated Fundings

Narrative Question:

Indicate whether the mental health block grant, substance abuse block grant, or general revenue funds are designated specifically for serving people who experience homelessness and have serious mental illnesses.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

L. Data

Narrative Question:

Describe the state's and providers' participation in HMIS and describe plans for continued training and how the state will support new local-area providers. For any providers not fully participating in HMIS, please include a transition plan with an accompanying timeline for collecting all PATH data in HMIS.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

M. Supplemental Security Income/Social Security Disability Insurance (SSI/SSDI) Outreach, Access, Recovery (SOAR)

Narrative Question:

Describe how the state encourages provider staff to be trained in SOAR. Indicate the number of PATH providers who have at least one trained SOAR staff. If the state does not use SOAR, describe state efforts to ensure client applications for mainstream benefits are completed, reviewed, and a determination made in a timely manner.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

III. State Level Information

N. PATH Eligibility and Enrollment

Narrative Question:

Describe how PATH eligibility is determined, when enrollment occurs, and how eligibility is documented.

I certify that the response to this Narrative Question in the FY 2022 PATH Application is still accurate. Yes ☒ No ☐

If No, please upload documentation with changes for FY 2023.

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Footnotes:

PATH Reported Activities

Charitable Choice for PATH

Does your state use PATH funds to fund religiously-affiliated providers to provide substance use treatment services? Yes ☐ No ☒

If "Yes" is selected please list providers in text box below and complete the rest of the table

Expenditure Period Start Date: Expenditure Period End Date:

Notice to Program Beneficiaries - Check all that apply

- ☐ Used model notice provided in final regulation.
- ☐ Used notice developed by State (please attach a copy to the Report).
- ☐ State has disseminated notice to religious organizations that are providers.
- ☐ State requires these religious organizations to give notice to all potential beneficiaries.

Referrals to Alternative Services - Check all that apply

- ☐ State has developed specific referral system for this requirement.
- ☐ State has incorporated this requirement into existing referral system(s).
- ☐ SAMHSA's Treatment Facility Locator is used to help identify providers.
- ☐ Other networks and information systems are used to help identify providers.
- ☐ State maintains record of referrals made by religious organizations that are providers.
- ☐ Enter total number of referrals necessitated by religious objection to other substance abuse providers ("alternative providers"), as defined above, made in previous fiscal year. Provide total only; no information on specific referrals required.

Brief description (one paragraph) of any training for local governments and faith-based and community organizations on these requirements.

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Footnotes: