

Application: 0000000064

Melissa Lipska - melissa.lipska@journeymhc.org
Funding for Community Response and Preparedness

Summary

ID: 0000000064
Last submitted: Apr 19 2024 01:16 PM (CDT)

Application: Funding for Community Response and Preparedness

Completed - Apr 19 2024

Application: Funding for Community Response and Preparedness

SECTION 1: GENERAL INFORMATION

Lead Name of Organization:

Journey Mental Health Center

Fiscal Agent (If Applicable):

(No response)

Contact Name:

Melissa Lipska

Address:

25 Kessel Ct, Suite 105

City, State, Zip Code:

Madison, WI 53711

Email Address:

melissa.lipska@journeymhc.org

Phone Number:

608-280-2410

SECTION 2: APPLICATION DETAILS

Name of Project/Program/Initiative:

Back-Up Generator Purchase for Care Continuity

Amount requested:

Request Limit: \$14,000

\$ 14000

Project Start Date:

07/01/2024

Project End Date:

12/31/2024

Brief Summary of your Program:

100 Words Limit

Journey Mental Health Center's Back-Up Generator Purchase for Care Continuity will enhance community resilience by ensuring uninterrupted access to critical mental health and substance use services during emergencies through the purchase and installation of a generator from Midwest Electric. This investment enables remote monitoring, clean power delivery, and enhanced durability, aligning with best practices in emergency preparedness. By safeguarding our operations against power outages and disruptions, we remain committed to maintaining continuity of care and supporting the well-being of the diverse individuals we serve and the broader community.

1. Please provide a full description of your project including the activities, with a specific focus of how it is responsive to the priorities of the RFP and addresses one or more of the HVA priorities.

Journey Mental Health Center's project is crafted to align with the priorities outlined in the RFP and effectively address the Hazard Vulnerability Assessment (HVA) priorities. By implementing this project, we will enhance our community's response capabilities during moments of crisis and emergency, particularly in mitigating the impacts of power outages, which are identified HVA priorities.

While we have existing procedures for responding to a power outage, the addition of a backup generator will improve our emergency preparedness capabilities. Our policy outlines procedures for responding to a power outage, details the responsibilities of staff members, procedures for communicating with staff and clients during a power outage, and steps for restoring operations.

However, our emergency facility lighting operates on a battery backup system and only provides light for up to 90 minutes after power is lost. Our phone system's battery life is shorter, providing 15 minutes of operation once power is lost. Additionally, Genoa Healthcare Pharmacy, our on-site pharmacy, relies on refrigeration for medications, putting essential medications at risk of expiration. Lastly, our electronic access system becomes inactive after eight hours without power, limiting access to critical services for our clients. This vulnerability places our clients at risk of not receiving the critical mental health support they need during power outages, jeopardizing their well-being and continuity of care.

The purchase of a backup generator will enhance our ability to respond more promptly to emergency power outages and ensure the continuity of critical services, addressing these challenges effectively.

Below is a description of our project activities and how they fulfill these objectives:

1. Furnish and Install a 22KW, 3Phase, 120/208volt Generac Generator: This critical component serves as the backbone of our preparedness strategy, providing robust backup power to sustain our essential operations during emergencies.
2. Furnish and Install an Automatic Transfer Switch: The automatic transfer switch transitions power supply from the main grid to the backup generator, ensuring uninterrupted electricity flow to our facilities without manual intervention, thus enhancing our response capabilities during sudden power outages.
3. Furnish and Install a 100amp Feed from the Existing 200amp Panel: This will ensure that the backup generator is integrated into our existing electrical infrastructure, optimizing its efficiency during activation, thereby enhancing our organization's readiness to confront emergency situations promptly.

4. Relocate 2 Existing Sump Pump Circuits to Run Off the Generator: By relocating these critical circuits to operate off the generator, we mitigate the risk of flooding and water damage during power outages, safeguarding our facilities and preserving the integrity of our operations, particularly in scenarios involving extreme weather events.

5. Gas Pipe Allowance: This enables the necessary infrastructure adjustments to accommodate the generator's fuel requirements, ensuring that our backup power system remains fully functional at all times, even in situations of prolonged emergency.

6. Installation of Generator and Staff Training: Commence the installation of the backup generator system at the 49 Kessel Court Facility. During this time, we will also conduct training sessions for staff members on generator operation, maintenance, and safety protocols.

With the assistance of a \$14,000 grant, we will acquire the remaining funds to purchase and install the backup generator. This investment will enhance our organization's capacity to prepare for and respond to emergencies, reinforcing our commitment to the safety, well-being, and resilience of the communities we serve.

2. Please describe what information, research, and/or best practices are being utilized to inform the design of your program.

Journey Mental Health Center conducted thorough research on backup generators best suitable for our Kessel Facility to inform the design of our program. After evaluating various options, we selected the Generac Generator from Midwest Electric, based on the following considerations:

Our selected generator is specifically designed to provide automatic backup power for large buildings, ensuring uninterrupted functionality of essential appliances and modern technologies during power outages. This aligns with our goal of maintaining continuity of operations, particularly for our critical services such as mental health counseling, substance-use assessment, and medication services.

The inclusion of Mobile Link Connectivity in the generator enables remote monitoring of its status and maintenance alerts via smartphones, tablets, or PCs. This feature facilitates proactive maintenance and service, enhancing the reliability and performance of our backup power systems.

The True Power Technology employed in the generator ensures the delivery of clean and smooth power with less than 5% total harmonic distortion (THD), safeguarding sensitive electronics and appliances used in our facility.

The Generator also features an Evolution Controller featuring a Two-Line LCD Multilingual Display (English/Spanish/French/Portuguese), USB flash capabilities, smart battery charging, and voltage adjustments, that enhances user accessibility and control over the generator system, contributing to efficient and effective management during emergencies.

Additional features such as improved stub-ups, electrical connection access, and quick connects for control wires contribute to cost-effectiveness and ease of installation, ensuring efficient deployment of the backup power system.

By considering these factors and features, Journey Mental Health Center has ensured that the design of our backup power program not only meets the specific needs of our facility but also aligns with best practices in emergency preparedness and response planning. This strategic investment in a reliable backup generator will enhance our ability to maintain essential operations and provide uninterrupted support to our clients and the community during times of crisis and emergency.

3. Please describe the target population of your program, including how your program is designed to address the specific needs of the communities you're attempting to impact with the program.

This target population of our program includes a diverse range of individuals and families across Dane County who rely on our services for mental health support, substance-use counseling, medication prescription services, family preservation, and youth intervention. The programs that are take place at our 49 Kessel Court location that will directly benefit from a backup generator include:

- Adults receiving mental health counseling, substance use assessment, counseling, and prescribing services through our Adult Behavioral Health Services.
- Children and families access counseling services through our Child and Family Services.
- Families with children between the ages of 0 and 12 who are at high risk of out-of-home placement, benefiting from intensive, in-home support provided by the family preservation program.
- Youth and adults engaged in mental health and substance use recovery efforts through our Growth Recovery Outreach Wellness.
- Dane County Public School students receiving support through our School-Based Programs.
- Individuals and families who identify as Black, Indigenous, or persons of color, served through our culturally responsive Ujima Programs.

Our program is specifically designed to address the unique needs of each of these communities by ensuring the safety and continuity of operations during emergencies. The purchase of a backup generator will safeguard our ability to provide uninterrupted services, including counseling sessions, therapy sessions, and support programs. By maintaining power during outages or disasters, we can ensure that vulnerable populations continue to receive the vital support they rely on for their well-being and stability. This proactive approach aligns with our commitment to resilience and responsiveness in serving the diverse and often underserved populations in Dane County.

4. Using the table below, describe the implementation plan and timeline for the program (Complete at least 2).

	Estimated Benchmark Date (Month, Year)	Key Staff (Name and Title)	Milestone (Program development phase completed)
A.	July 2024	Dave Bertrand, Chief Operating Officer Mike McConley, Facilities Manager	Receive final invoice from Midwest Electric and Finalize Purchase.
B.	August 2024	Mike McConley, Facilities Manager Oakbrook Property Management	Coordinate with Midwest Electric to commence the installation process and successfully install the generator.
C.	September 2024	Mike McConley, Facilities Manager	Training of staff on Generator operation and maintenance this will include training sessions to cover topics such as generator operation, emergency protocols, routine maintenance procedures, and safety precautions.
D.			
E.			

5. Provide 1-2 objectives for your program that connect to measuring the success of project activities.

Objectives should use the SMART approach:

- **Specific:** includes the “who”, “what”, and “where”
- **Measurable:** focuses on “how much” change is expected
- **Achievable:** realistic given program resources and planned implementation
- **Relevant:** relates directly to program/activity goals
- **Time-bound:** focuses on “when” the objective will be achieved

	Describe Objective	Evaluation Tool (i.e. client surveys, program hours or number of individuals reached)	Outcome (i.e. # of individuals reached, % of positive feedback from surveys)
Objective 1	By September 2024, ensure that 100% of Journey Mental Health Center's 49 Kessel St Facility has access to uninterrupted power during emergencies by installing a backup generator.	Facility Inspection	100% of the 49 Kessel St Facility is equipped with a backup generator by August 2024.
Objective 2	By September 2024, 90% of Journey's Key Staff will have increased competency in generator operations and maintenance by providing comprehensive training sessions.	Pre- and Post-Training Knowledge Surveys	90% improvement in staff knowledge and confidence in generator operations by August 2024.
Objective 3			

6. Provide information on any integration or collaboration with other organizations in Madison and Dane County.

Journey Mental Health Center will partner with Midwest Electric for the project, ensuring their expertise in the purchase and installation of the back-up generator. Our collaboration will enhance our community's resilience and reinforce our ability to provide uninterrupted care and support to those in need. We also work closely with Genoa Healthcare Pharmacy, located on-site at our 49 Kessel Court facility. Together, we address emergencies and work together to ensure the safety and accessibility of vital medications that are essential to the well-being of the individuals we serve.

SECTION 3: BUDGET

Project Budget

Please complete and attach your proposed budget using the following template:

[**Budget Template**](#)

[JMHC_Project Budget.pdf](#)

Filename: JMHC_Project Budget.pdf **Size:** 123.1 kB

SECTION 4: REQUIRED ATTACHMENTS

IRS Determination Letter

Document confirming your agency's non-profit status

[Journey Proof of Non-Profit Status \(1\).pdf](#)

Filename: Journey Proof of Non-Profit Status (1).pdf **Size:** 109.5 kB

Organizational Budget

Agency budget for the most recent year

[JMHC FY24 Budget.pdf](#)

Filename: JMHC FY24 Budget.pdf **Size:** 639.7 kB

Collaborative Agreement or Memorandum of Understands

Fiscal Agent Form

[Fiscal Agent Template](#)

Organization Name: Journey Mental Health Center
Contact: Melissa Lipska
Phone Number: (608) 280-2410
Email: melissa.lipska@journeymhc.org
Project Name: Back-Up Generator Purchase for Care Continuity
Grant Period: July 1, 2024 - December 31, 2024

PERSONNEL		EXPENSE			FUNDING			
Title of Staff Position	Position Justification	FTE	Annualized Salary	Payroll Taxes and Fringe Benefits	Total	Public Health Madison Dane County Share	Other Public Funds	Other
Facility Manager	The Facility Manager will be responsible of coordinating the purchase and installation the generator and necessary training for staff.	6 hours	\$ 175.50	\$ 94.50	\$ 270.00	-		\$ 270.00
Chief Operating Officer	The COO will oversee the purchase and installation of the generator.	2 hours	\$ 104.00	\$ 56.00	\$ 160.00	-		\$ 160.00
					\$ -			\$ -
					\$ -			\$ -
					\$ -			\$ -
					\$ -			\$ -
					\$ -	\$ -	\$ -	\$ 430.00

CONTRACTUAL SERVICES		EXPENSE			FUNDING		
Contract Title	Role of Contract Services	Rate (Hourly or Annual)	Estimated Hours/Percentage	Total Program Expense	Public Health Madison Dane County Share	Other Public Funds	Other
Oakbrook Property Management Firm	General oversight of the 49 Kessel Court Location	\$ 3,500.00	1	\$ 3,500.00			\$ 3,500.00
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -	\$ -	\$ -	\$ 3,500.00

SUPPLIES		EXPENSE			FUNDING		
Item	Justification	Quantity	Unit Cost	Total Program Expense	Public Health Madison Dane County Share	Other Public Funds	Other
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -	\$ -	\$ -	\$ -

EQUIPMENT		EXPENSE			FUNDING		
Item	Justification	Quantity	Unit Cost	Total Program Expense	Public Health Madison Dane County Share	Other Public Funds	Other
Generac Generator from Midwest Electric	A backup generator to ensure the safety and continuity of operations during emergencies.	1	\$ 34,600.00	\$ 34,600.00	\$ 14,000		\$ 20,600.00
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -	\$ 14,000.00	\$ -	\$ 20,600.00

Project Budget:	Personnel	Contractual Services	Supplies	Equipment	Total:
	\$ -	\$ -	\$ -	\$ 14,000.00	\$ 14,000.00

2024 Budget Profit and Loss Dashboard

Journey Mental Health Center, Inc.							
Operating Budget Summary							
For the Year Ending December 31, 2024							
Program	Budgeted FTE's	Budgeted Revenue	Budgeted Expense	Budget Surplus (Deficit)	% Margin	2023 Preliminary Surplus (Deficit)	Variance
Crisis Stabilization-Outreach	8.4	947,256	903,202	44,053	5%	(70,643)	114,696
Crisis Unit	29.5	4,270,994	4,114,118	156,876	4%	30,754	126,122
CARES (Crisis Response) Team	6.6	800,928	780,588	20,340	3%	(10,463)	30,803
Crisis Stabilization-Admin	1.8	185,668	188,563	(2,895)	-2%	(35,931)	33,036
Survivors of Suicide Support Group	0.2	24,542	24,542	-	0%	2,554	(2,554)
Youth Crisis (rolled into Crisis in 2024)	-	-	-	-	0%	(4,485)	4,485
Law Enforcement Embedded	7.8	900,957	905,687	(4,730)	-1%	(7,579)	2,849
Resource Bridge	5.9	715,169	667,592	47,577	7%	(32,333)	79,910
Total Emergency Services	60.3	7,845,513	7,584,293	261,221	3%	(128,126)	389,347
Clinical Support (not allocated to programs yet)	-	-	-	-	0%	-	-
Family Based Services - TCM	0.6	30,592	94,084	(63,492)	-208%	(22,878)	(40,614)
Prescriber Services	2.7	372,300	750,019	(377,719)	-101%	(298,312)	(79,407)
Family Based Services - Therapy	8.7	590,104	963,143	(373,039)	-63%	(53,088)	(319,951)
Adult Case Management	2.8	224,598	357,194	(132,596)	-59%	33,672	(166,268)
OWI Court Assessments	2.9	278,342	307,890	(29,548)	-11%	(32,471)	2,923
UJIMA (rolled into Adult CM & Therapy for 2024)	-	-	-	-	0%	(36,259)	36,259
Clinica Latina - Therapy & Prescribing (rolled into Prescribing in 2024)	-	-	-	-	0%	9,842	(9,842)
Family Based Services - Prescriber (rolled into Prescribing in 2024)	-	-	-	-	0%	(14,064)	14,064
Quartz Care Coordinator	1.0	110,000	108,203	1,797	2%	(14,009)	15,806
Drug Court Assessments	2.0	202,324	191,794	10,530	5%	(10,350)	20,880
Clinica Latina - Peer Support/Case Mgmt/Outreach	1.3	170,922	137,040	33,882	20%	51,671	(17,789)
Adult Therapy	11.5	1,156,702	1,255,653	(98,951)	-9%	(26,513)	(72,438)
UW Comprehensive Care	2.9	348,986	337,954	11,031	3%	44,936	(33,905)
Drug Diversion Court Assessments	1.8	282,022	177,735	104,287	37%	463	103,824
Clinical Assessment Unit (CAU)	6.1	790,007	666,335	123,672	16%	6,086	117,586
Chapter 20 Treatment IDP	1.9	373,123	239,572	133,551	36%	26,868	106,683
Total Clinic-Based Services	46.3	4,930,022	5,586,615	(656,593)	-13%	(334,406)	(322,187)
Conditional Release	5.1	561,324	915,337	(354,014)	-63%	22,847	(376,861)
Columbia County CSP	-	76,348	77,139	(791)	-1%	(262,035)	261,244
CTA CSP	12.3	1,554,482	1,621,351	(66,869)	-4%	(28,465)	(38,404)
OARS	3.2	310,000	393,861	(83,861)	-27%	(19,312)	(64,549)
Family Preservation Program	3.8	399,738	407,303	(7,565)	-2%	22,713	(30,278)
Behavioral Health in Schools (BHS)	2.7	231,360	267,155	(35,795)	-15%	(6,552)	(29,243)
Keystone Community Services - Prescriber	1.3	190,498	222,474	(31,976)	-17%	10,682	(42,658)
PROPs	3.2	373,411	377,204	(3,794)	-1%	(196)	(3,598)
Forward Solutions CSP (pausing in 2024)	-	-	-	-	0%	(462,054)	462,054
Gateway CSP	20.4	2,462,648	2,379,964	82,684	3%	77,093	5,591
Keystone Community Services - TCM/Crisis	6.0	693,779	665,258	28,521	4%	35,445	(6,924)
Friends of Yahara House	-	27,793	15,441	12,352	44%	17,598	(5,246)
Yahara House	0.4	52,899	32,823	20,076	38%	6,865	13,211
Yahara House CCS	12.5	1,419,211	1,374,441	44,770	3%	(111,801)	156,571
REST	2.1	506,850	366,220	140,630	28%	38,291	102,339
GROW CCS	24.2	2,998,453	2,849,181	149,272	5%	(535,476)	684,748
Total Community-Based Services	97.1	11,858,793	11,965,153	(106,360)	-1%	(1,194,357)	1,087,997
Administration	38.7	-	(0)	0	0%	-	0
Rent Holding	-	-	-	-	0%	-	-
DEI	1.2	300	300	0	0%	-	0
Training	3.0	21,100	21,100	0	0%	2	(2)
Other Administration	-	15,531	15,531	-	0%	(38,140)	38,140
Woods End Tenant Leases	-	173,621	143,358	30,263	17%	98,371	(68,108)
Fundraising & Development	1.3	716,372	235,577	480,795	67%	383,662	97,133
Total Admin & Other	44.1	926,924	415,866	511,058	55%	443,895	67,163
Total Surplus / (Deficit)	247.9	25,561,252	25,551,926	9,326	0.0%	(1,212,994)	1,222,320

Note: Some program names were updated to align with contractual changes.

- Youth Crisis – rolled into Crisis
- UJIMA – rolled into adult CM and therapy
- Clinica Latina Prescribing & Therapy – rolled into Prescriber Services and Adult Therapy. Case Management, Outreach, and Peer Support remain as a separate program.



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248667579
May 12, 2011 LTR 4168C E0
39-0806445 000000 00

00019542
BODC: TE

MENTAL HEALTH CENTER OF DANE COUNTY INC
625 W WASHINGTON AVE
MADISON WI 53703-2637

*(Name change to
Journey Mental Health Center Inc
on Jan 1, 2012. See 147C letter
attached.)*



27786

Employer Identification Number: 39-0806445
Person to Contact: Mr. Gerding
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your May 03, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in July 1972.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248667579
May 12, 2011 LTR 4168C E0
39-0806445 000000 00
00019543

MENTAL HEALTH CENTER OF DANE COUNTY
INC
625 W WASHINGTON AVE
MADISON WI 53703-2637

If you have any questions, please call us at the telephone number
shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations



**Department of the Treasury
Internal Revenue Service
Ogden, UT 84201**

In reply refer to: 0245574891
Jan 04, 2012 LTR 147C
39-0806445

**JOURNEY MENTAL HEALTH CENTER INC
625 W WASHINGTON AVE
MADISON WI 53703-2637 257**

Taxpayer Identification Number: 39-0806445

Form(s):

Dear Taxpayer:

This letter is in response to your telephone inquiry of January 4th, 2012.

Your Employer Identification Number (EIN) is 39-0806445. Please keep this number in your permanent records. You should enter your name and your EIN, exactly as shown above, on all business federal tax forms that require its use, and on any related correspondence documents.

If you have any questions regarding this letter, please call our Customer Service Department at 1-800-829-0115 between the hours of 7:00 AM and 10:00 PM. If you prefer, you may write to us at the address shown at the top of the first page of this letter. When you write, please include a telephone number where you may be reached and the best time to call.

Sincerely,

Diana Kennedy
17-59543

Customer Service Representative