



June 27, 2016

RE: HCBS Start-Up Funds

Dear Provider,

The New York State Office of Mental Health (OMH) and Office of Alcoholism and Substance Abuse Services (OASAS) have agreed to extend the deadline for spending the one-time startup funding for agencies which have been designated as Behavioral Health Home and Community Based Services (BH HCBS) providers for the Health and Recovery Plan (HARP) program. This extension is only available to BH HCBS providers who have already received the funds, and not to provide funds to newly designated providers. The deadline associated with this grant, originally December 31, 2015, and formerly extended to June 30, 2016, is now **extended to December 31, 2016**.

These funds can be used for a variety of one-time expenses related to preparing your agency to deliver BH HCBS. Typical expenses could include, but are not limited to: staff training, establishing compliance programs, obtaining an NPI or MMIS number, consulting services related to potential partnerships or mergers, or initial purchases of up to one year of management services from a Management Services Organization. These funds may not be used to purchase Health Information Technology (HIT) software or licenses. Additional funding opportunities have been made available that are specific to HIT assistance.

By December 31, 2016 the following **must** occur:

- A plan for Agency viability needs to be developed, which addresses the items outlined in the attached Elements of Agency Viability Plans;
- Funds must be spent on eligible uses;
- The enclosed OMH Behavioral Health Home and Community Based Services (BH HCBS) Start up Attestation must be completed, signed, and returned with receipts documenting expenditures; and
- Unspent funds must be returned to OMH.

Should your agency fail to meet these requirements, OMH, in consultation with OASAS, will recover State Aid Funding through the close out recoupment process (for providers required to file CFRs), or through notification of overpayment, which will require the funds be reimbursed to OMH. Should your agency choose not to accept the conditions of the funding, please notify OMH as soon as possible at [hcbs\\_grant@omh.ny.gov](mailto:hcbs_grant@omh.ny.gov) and return the payment to:

NYS Office of Mental Health  
ATTN: Nancy Splonskowski  
Contracts & Claims Unit  
44 Holland Avenue  
Albany, NY 12229

Please direct any questions regarding these funds to [hcbs\\_grant@omh.ny.gov](mailto:hcbs_grant@omh.ny.gov).

Sincerely,

Nancy Splonskowski  
Director, Contracts & Claims  
Community Budget & Financial Management

cc: OMH NYC Field Office