

INFANT MENTAL HEALTH ENDORSEMENT DRAFT BUDGET

Item	Year 1	Year 2	Year 3	Year 4	Year 5
Basic Infrastructure*					
1. Endorsement license	45000				
2. Training & TA	8116				
3. Kick-off Event	10000				
4. Annual MI Endorsement fee				1,250	1,250
5. Exam reviewers' training	750				
6. 1.0 FTE Program Manager (salary & benefits)					
	112500	115313	118195	121150	124179
7. Endorsement Coordinator, contractor (0.25)					
	18750				
8. Endorsement Coordinator, hired (0.50)					
		56250	57656	59098	60575
9. General Operating Expenses (not incl rent)					
	37900	34200	34200	34200	34200
10. Promotion Resources					
	7000	2000	2000		
11. Equity and Inclusion					
	15000	5000	5000	5000	5000
12. Endorsement exams renewal fee					
				1000	
Basic Infrastructure SUBTOTAL	233016	205763	210052	215698	220204
Additional Elements**					
13. Scholarships/education					
	5656	28280		28280	
14. IMH Training					
	25000	25000	25000	25000	25000
15. Reflective Supervision					
	60000	70500	84000	84000	84000
16. Endorsement registration & application fees					
	3000	800	3075	3075	3075
Additional Elements SUBTOTAL	93656	124580	112075	140355	112075
TOTAL	326672	330343	322127	356053	332279

	Year 1	Year 2	Year 3	Year 4	Year 5
Anticipated number of endorsements	8	0	20	20	20
Cost per endorsement, infrastructure only	29127		220340	10785	11010
Cost per endorsement, additional elements only	11707		118304	7018	5604
Cost per endorsement, TOTAL	40834		338644	17803	16614

***Infrastructure** includes basic, essential, high-level components for establishing infant mental health endorsement process in Oregon.

****Additional Elements** are items that would provide additional supports for individuals to achieve IMH-E. Without funding by other sources, these costs would need to be covered by the person seeking endorsement. Other states have found funding for Additional Elements to be beneficial for overall infant mental health endorsement process sustainability.

BUDGET JUSTIFICATION

1. Endorsement License

Endorsement license is a one-time cost. Michigan license includes Core Competencies for each of 4 levels, membership in the League of States learning collaborative currently consisting of 20 states and 3 years annual MI Endorsement fees and fees associated with access to endorsement exams.

2. Training & TA

Training & TA is essential for start-up implementation of endorsement registry & portfolio software; includes \$6k fee for data software & on-site TA and travel (\$500), lodging (\$130) & meals (\$56) for 2 people, 3 nights, 3 days, respectively.

3. Annual Michigan Endorsement Fee

Annual Michigan Endorsement fee is included in license purchase for 3 years. Annual fee begins in YR 4.

4. Kick-Off Event

This statewide event by invitation-only brings together a broad array of IMH stakeholders for a 4-5 hour morning and lunch of speakers and supporters and professionals to learn and network around infant mental health endorsement. This kick-off event lays the foundation for statewide awareness of IMH endorsement and builds dissemination and potential partners that will contribute to sustainability of IMH workforce development. Cost estimate is based on 100 attendees and includes light breakfast & lunch (\$40/person), venue (\$4k), equipment (\$1500) and miscellaneous expenses (\$500). Options for a free venue will be explored.

5. Exam reviewers' training

This is a one-time start-up expense. Those trained by Michigan will be Oregon's exam reviewers and trainers of future exam reviewers moving forward. Whether this will be qualified volunteers or reimbursed after start-up is yet to be determined and not accounted for as an expense in this proposed budget.

6. Program Manager

Program Manager as a paid position has been widely recommended by other states and Zero to Three national organization as one strategy for better assuring sustainability. The Program Manager would be responsible for community and agency communications and education regarding infant mental health endorsement to inform, promote, and elicit funding for on-going supports, and policy work and advocacy. Program Manager would also explore, identify, and make arrangements for specialized IMH workshops as specialized training events complementary to current IMH education opportunities.

7/8. Endorsement Coordinator

Endorsement Coordinator would provide TA support for portfolio applications, receive, review and process applications, schedule testing, and make logistical arrangements for special IMH endorsement trainings/workshops. This position would begin as a contracted 0.25 FTE position and transition to a 0.50 FTE hired position, thereafter.

9. General Operating Expenses

General Operating Expenses include office supplies, printing, phone, postage, IT support, website, travel & mileage and training expenses; NOTE INCLUDED: office space (rent) First year includes xerox machine, computer & office furniture.

10. Promotion

Promotion and increased awareness of IMH-E to build a shared understanding of what it is and how it positively contributes to professional development and a high standard of care will be vitally important at the onset. Estimated cost includes graphic design of promotional resources (\$1k), conference tables (\$100x10), development of short video for presentations and website (\$3k) and materials production (\$2k) the first year with ongoing materials production for the second and third years.

11. Equity and Inclusion

\$15k in the first year and \$5k each year, thereafter, is budgeted for needs assessment, planning and design of resources specifically targeting IMH professionals of color (e.g., translation of materials, interpreters at trainings, education/trainings conducted in language other than English, development of curricula) as indicated by needs assessment. An RFP process for these services will be considered.

12. Endorsement Exams Renewal Fee

The Endorsement Exam Renewal Fee covers the expense of development of new tests necessary approximately every other year. This expense is included in the license purchase for the first three years.

13. Scholarships/Training & Education

Funding to support achieving the endorsement core competencies would be supportive of the professionals working toward endorsement, have an immediate impact on the quality of care professionals are delivering and provide an incentive for working toward endorsement and higher quality of service delivery.

14. IMH Training Event

Typically a 2-day workshop on an IMH topic not covered by academic courses. Participation builds workforce development and directly applies to the training requirement toward IMH endorsement. Cost estimate includes bringing in an IMH professional, venue and miscellaneous expenses. Meals, lodging and transportation for attendees are not included.

15. Reflective Supervision

Reflective supervision is a requirement for Levels II, III & IV endorsement (minimum 25 hours annuallyx2yrs). Reflective supervision is delivered by a Level III or IV Mentor working in infant mental health. As IMH endorsement expands number of Level IV Mentors in Oregon, reflective supervision may be incorporated and provided by individual organizations. The relationship-building support and teaching of the process of reflecting on the work and problem-solving provides professional supports, provides a venue for discussing challenging cases and better assures workforce longevity. Those providing reflective supervision also gain from such supports from those professionals more advanced than they. This 'parallel process' is a fundamental characteristic of IMH.

16. Endorsement Registration and Application fees

Registration fee are required for beginning the process of portfolio development leading to application for IMH-E. Cost range is \$30-50 depending on endorsement level. Application fee is required for portfolio review and endorsement exam as part of completing the IMH-E process. Cost range is \$40-325 depending on endorsement Level

Endorsement Cycle

Endorsement Cycle is a 2-year process after YR 1

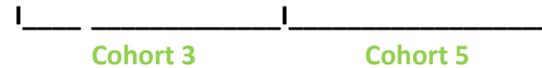
After YR 1, cohorts will overlap by 6 months (e.g., cohort #3 will start 6 months after cohort #2)

Each endorsement cycle after YR 1 will include 20 participants (5 from each of 4 levels) and start every 6 months.

Endorsement Cycle YR 1 will be only 1 year by special selection of 8 candidates who are advanced in core competencies and can complete requirements for Level 4 endorsement in 12 months. This expedited endorsement track will gain for Oregon the essential Level 4 Mentors necessary for endorsement for all Levels II, III & IV after the YR1.

TIMEFRAME by Year & Cohort

Year 1	Year 2	Year 3	Year 4	Year 5
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Cost per Endorsement

Cost per endorsement for YR 2 is not calculated due to YR 2 cohort continuing beyond their start year of YR 2 to end of YR 3 for completion of 2-yr endorsement process

Cost per endorsement for YR 3 includes costs for Cohort 2, 3 & 4 starting in YR 2 & 3; thereafter only 2

Starting 6 months into YR 2 and onward 2 cohorts will be running simultaneously with 1 cohort ahead of the other by 6 months

Cost per endorsement plateaus after YR 4; YR1 cohort of expedited endorsement to build Mentor capacity in Oregon and 2-year delay in completion of endorsement after YR 1 contributes to higher cost per endorsement until YR 4.

