Action Request Transmittal

Cathy Cooper
Authorized Signature

Number: SPD-AR-10-095
Issue Date: 10/19/2010

Topic: Developmental Disabilities

Subject: Revised Budget Rate Tools for SE 51, 53, and 54

Applies to (check all that apply):
- All DHS employees
- Area Agencies on Aging
- Children, Adults and Families
- County DD Program Managers
- County Mental Health Directors
- Health Services
- Seniors and People with Disabilities
- Other (please specify): SPD ODDS Regional Coordinators; SPD Contract Administration Unit

Action Required:
EFFECTIVE October 1, 2010, the revised budget rate tool(s) must be completed when requesting funding for Employment/Alternative to Employment (SE54), Transportation (SE53), and Supported Living (SE51). The revised budget tools reflect the legislatively mandated 6% rate reduction for the respective service elements.

The revised budget tool for Employment/Alternative to Employment (SE54) includes additional questions required if requesting an exceptional rate as described in OAR 411-345-0100. Consistent with previous SPD Policy, a budget tool is not required for SE 54 if the rate falls below $846 per month ($900 minus 6% reduction) AND 25 hours a week of service will be provided. A statement from the service provider reflecting the rate is acceptable in lieu of the budget tool. Services below 25 hours a week should be prorated from $846 per month.

Failure to utilize the current budget tools may result in delays in contracting funding.

Reason for Action:
To comply with implementing the legislatively mandated 6% budget reductions for Employment/Alternative to Employment (SE54), Transportation (SE53), and Supported Living (SE51) that are effective October 1, 2010.
Field/Stakeholder review:  □ Yes  □ No

If yes, reviewed by:

If you have any questions about this action request, contact:

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