



**Memorandum**

**Date:** August 16, 2012

**To:** Local Mental Health Authorities  
Community Mental Health Program Directors

**From:** Michael N. Morris, Administrator 

**Subject:** Biennial Implementation Plan (BIP) Guidelines 2013-2015

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The new Biennial Implementation Plan (BIP) guidelines for the 2013 – 2015 biennium are attached. Addictions and Mental Health (AMH) developed the new guidelines in consultation with key county representatives and stakeholder advisory groups with the focus on what information is truly needed. As counties are receiving more of the addictions and mental health funding in flexible funds, it is important that there is a mechanism for the counties to inform AMH and the community about the plans to administer those funds. The new BIP process facilitates that accountability.

Additionally, the BIP is designed to keep counties and AMH in compliance with statutes, block grants and other federal requirements. Information is required in three areas, including:

- System Narrative;
- Performance Measures;
- Budget Information.

To support success, AMH will provide further guidance and resources to help develop plans that will meet each community's needs. A designated AMH staff member will be assigned to answer your questions, connect you with resources and provide technical assistance as needed.

AMH and Community Mental Health Program (CMHP) directors will continue to meet to monitor the progress of the new process and to discuss opportunities to align requirements with CCO operations.

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Completed plans are due by March 1, 2013, and can be submitted either via e-mail or hard copy. If you have any questions, please contact LuAnn Meulink, at [luann.e.meulink@state.or.us](mailto:luann.e.meulink@state.or.us), or 503-945-6289.

MM/lm

Attachment

CC: Association of Oregon Community Mental Health Programs  
File