



Department of Public Health and Human Services

Addictive & Mental Disorders Division ♦ 555 Fuller Avenue / P.O. Box 202905 ♦ Helena, MT 59620-2905 ♦

Voice: 406-444-3964 ♦ Fax: 406-444-4435

Steve Bullock, Governor

Richard H. Opper, Director

Ravalli County Commissioners

OCT 01 2013
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TO: Commissioner Jeff Burrows, Ravalli County

CC: Klarryse Murphy, Ravalli County CFO

FROM: Deb Matteucci, Chief – Mental Health Services Bureau, AMDD/DPHHS

DATE: September 26, 2013

RE: Ravalli County Request for County Matching Grant Funds FY2014

This memo is to notify you that we have received your grant request for funding under the FY2014 County Matching Grant program for Crisis Intervention and Jail Diversion. Your application has been reviewed and approved to proceed with contracting. The grant awarded, subject to receipt of the information noted below, is in the amount of **\$63,356**. To begin the process of contracting with Ravalli County, and any partners you have identified, the Department will need the following information and documentation:

1. Completed W-9 form (enclosed)
2. Completed Grant Contact form (enclosed)
3. Current **"Certificate of Insurance"** verifying your general, professional and workers compensation liability coverage. Also please note that the contract will require that the **State of Montana** be listed as additional insured on the general liability certificate.
4. Items or information requested below:
 - Please identify source of county/local matching funds in the amount of \$97,471
 - Please clarify role of county partners in collaboration proposal and indicate any coordination with tribal entities
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___ No Additional Information is needed. Application complete.

Upon receipt of the items noted above, the Department will issue a contract for services to the named Fiduciary Agent of the Grant Application. Please note: If your county is insured via the Montana Association of Counties (MACO), please assure that your contract language is in compliance with insurance requirements.

We look forward to working together with your county in this exciting new program. If you have questions, please don't hesitate to contact me. Details provided below.

Deb Matteucci, Chief
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Addictive and Mental Disorders Division
Dept. of Public Health & Human Services
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