

December 10, 2007

Ms Cathy Arrowsmith
Board President
Missouri Association of County Development Disabilities Services
1908 Boggs Creek Rd.
Jefferson City, MO 65101

RE: Missouri Foundation for Health Agreement 07-0363-SOD-07

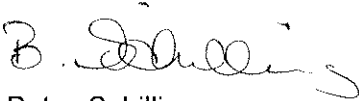
Dear Ms Arrowsmith:

Enclosed you will find a fully executed copy of your Agreement. In accordance with the schedule outlined in this agreement, your first disbursement is due 12/1/2007. Subsequent disbursements will also follow that schedule.

Please reference the agreement number listed above on all correspondence.

If you have any questions, please contact your assigned Grants Manager at (314) 345-5500.

Sincerely,



Betsy Schilling
Operations Specialist

(enclosures)

CAPACITY BUILDING AGREEMENT 07-0363-SOD-07

THIS CAPACITY BUILDING AGREEMENT ("Agreement") is made and entered into this 1st day of December, 2007, by and between The Missouri Foundation for Health ("Foundation") and Missouri Association of County Development Disabilities Services ("Organization").

WHEREAS, Organization has submitted a proposal to Nonprofit Services Consortium received on May 31, 2007 (the "Proposal") to fund the project described therein (the "Project"); and

WHEREAS, Foundation agrees to fund Organization for \$17,500 to fund the Project, subject to the terms and conditions set forth herein (the "Funds").

NOW, THEREFORE, the parties agree as follows:

1. Scope of Project. Organization shall perform the Project as set forth in the Proposal, a copy of which is provided as Attachment A and which is incorporated by this reference as if fully recited herein. Any variations in the Project or the use of Funds from that described in the Proposal requires the advance express written approval of Foundation.
2. Project Period. The Project has been approved for a period of 10 months beginning December, 2007 (the "Project Period").
3. Extension of Project Period. Should Organization desire to extend the duration of the Project Period, Organization shall submit a written request for extension to the Foundation Grants Manager no later than 60 days prior to the Project Period end date. If Foundation approves the extension, the parties shall execute a written acknowledgement acceptable to Foundation which shall provide for the new terms of the Project Period and any other terms and conditions acceptable to Foundation. Extension of the Project Period will not result in an increase in funding.
4. Disbursement Schedule. Foundation will disburse Funds pursuant to the following schedule, contingent on receipt and approval of Interim and Final Reports:

	<u>Amount</u>	<u>On or About</u>
\$	15,750	12/2007
	1,750	11/2008

This Disbursement Schedule provides for a disbursement of ten percent (10%) of Funds upon receipt and acceptance by Foundation of the Final Expenditure and Final Project Status Report (see Item 6.).

Foundation, in its sole discretion, reserves the right to alter the above disbursement schedule at any time and to impose such conditions upon disbursements as it may, in its discretion, deem necessary.

5. Expenditures. All expenditures of Funds by Organization must be consistent with the project budget as set forth in the Proposal (the "Project Budget") and as approved by Foundation.

Any deviation from the approved budget, such as under-spending or over-spending Grant funds according to the Project Budget requires prior written approval of Foundation and may require an amendment to this Agreement, at the discretion of Foundation. Deviations from the Project Budget are not authorized retroactively.

6. Interim and Final Reports. Organization agrees to deliver to the Foundation Grants Manager both detailed Expenditure Reports and Project Status Reports on the dates specified in the following schedule:

<u>Due Date of Reports</u>	<u>For Period</u>
10/31/08	12/07 – 09/08

Interim Expenditure Reports shall be detailed and shall compare actual expenses to the approved Project Budget on a line item basis. All line item expenditures must be supported by a narrative explaining the expenditures.

Interim Project Status Reports shall include a narrative account of accomplishments resulting from the expenditure of Funds, and a description of progress made toward achieving the Project's objectives.

In addition to the foregoing, a Final Expenditure Report and Final Project Status Report is due after the conclusion of the Project Period. The Final Expenditure Report shall compare actual expenses to the approved Project Budget for the entire Project Period. Appropriate documentation to support expenses shall be provided with the Final Expenditure Report.

The Final Project Status Report will be a narrative account of accomplishments resulting from the expenditure of Funds, and a description of progress made toward achieving the objectives of the project, with quantifiable measures of such progress.

7. Records. Although the Funds need not be segregated, Funds and records of receipts and expenditures must be shown separately on Organization's books for ease of reference and verification. Such records as well as copies of reports submitted to the Foundation shall be retained by Organization for at least four years following completion of the Project Period.

8. Foundation Right to Review and Evaluate. Foundation may review and conduct an evaluation of the Project funded by this Agreement, which may include one or more visits from Foundation personnel to observe the Project, discuss the Project with Organization's personnel and review financial and other non-patient records and materials connected with the activities funded by this Agreement. All financial and other non-patient records relating to the Project shall be made available at Organization's regular place of business for inspection by Foundation personnel, or its designated representative, at reasonable times. Organization will receive notice of Foundation's review findings and shall, at the discretion of Foundation, be given an opportunity to correct any non-compliance issues. If Organization fails to correct any non-compliance issues within the time period specified by Foundation, Foundation may exercise its rights as set forth in paragraph 12 of this Agreement.
9. Maintaining Tax Status. Organization shall maintain the Internal Revenue Service tax code status it represented to Foundation that it had when submitting the Proposal throughout the duration of the Project Period unless otherwise approved by Foundation. Organization shall remain in good standing with the State of Missouri.
10. Foundation's Right to Return of Funds. Any Foundation Funds not used by Organization for the purposes of the Project as approved in the Project Budget remain the property of Foundation and shall be promptly returned to Foundation at the conclusion of the Project Period. Nothing contained in this paragraph shall limit or prevent Foundation from taking legal action to seek repayment of unexpended Funds or Funds which were not applied in accordance with the terms of this Agreement.
11. Publicity/Use of Project Results. All publicity associated with the Project must clearly identify The Missouri Foundation for Health as a funding source using the following statement:

"Funding for this project was provided ["in whole" or "in part"] by The Missouri Foundation for Health. The Missouri Foundation for Health is a philanthropic organization whose vision is to improve the health of the people in the communities it serves."

If Organization desires to publish the results of this Project, Foundation shall have a minimum of 15 days to review and comment upon the document before submission for publication. Should Organization desire to use or apply data or other information derived from the Project for purposes other than those set forth in the Proposal, including but not limited to academic research and/or publication in a journal or trade publication, and Organization acknowledges or credits Foundation for its involvement in the Project, Foundation must be notified.

12. Termination of Agreement by Foundation. Foundation, in its sole discretion, may terminate this Agreement and permanently withhold the payment of all or a portion of the Funds if: (a) Foundation is not satisfied with the quality of Organization's work or the progress toward achieving the objectives of the Project; (b) Foundation determines that Organization is incapable of satisfactorily completing the Project; (c) Organization fails to meet the conditions set forth in this Agreement and the Proposal; (d) Organization's federal income tax status changes; or (e) Organization dissolves.

If the Agreement is terminated prior to the end of the Project Period, Organization shall: (a) provide Foundation with a full accounting of the receipt and disbursement of Funds for the Project through the effective date of termination, and (b) repay, within 30 days of the effective date of termination, all Funds which were not expended on or prior to the effective date of termination and all Funds which were expended prior to the date of termination of the Agreement but which expenditures relate to a phase of the Project allocable to a time period after the effective date of termination.

Nothing contained in this paragraph shall limit or prevent Foundation from taking legal action to seek repayment of Funds already expended by Organization which were not applied in accordance with the conditions in this Agreement.

13. Relationship of Parties. Foundation and Organization agree that this Agreement does not create a principal-agent relationship of any type between the parties and that Organization will not, by act of omission or commission, foster any belief on the part of third parties that such relationship exists.
14. Indemnification. Foundation is a funding source only and does not participate in or direct any of the activities or services of Organization. Accordingly, Organization understands and agrees that Foundation, its directors, officers, employees and agents will not be liable for any of Organization's contracts, torts, or other acts or omissions, or those by Organization's directors, officers, members, employees or funded-activity participants. Organization understands and agrees that Foundation's insurance policies or self-insurance plans do not extend to or protect Organization nor Organization's directors, officers, members, staff or funded-activity participants. Organization understands and agrees that Foundation will not provide any legal defense for Organization or any such person in the event of any claim against any or all of them. Unless prohibited by law, Organization shall hold Foundation harmless from all liability, including but not limited to costs of defense, from the contracts, torts or other acts or omissions of Organization, its employees, directors, officers, employees or funded activity participants in any way connected with any activity of Organization including but not limited to the funded activity.
15. Authority and Validity. Each individual executing this Agreement on behalf of Grantee warrants that he has full power and authority to execute this Agreement on behalf of such organization. Further, Grantee warrants that the board of

directors of Grantee has taken all action required by law, Grantee's Articles of Incorporation and Bylaws or otherwise to authorize the execution and delivery of this Agreement and the consummation of the transactions contemplated herein. Grantee further warrants that this Agreement constitutes the valid and binding obligation of Grantee, enforceable in accordance with its terms.

16. Nondiscrimination. Organization agrees that in providing services under the Project, Organization will not discriminate on the basis of race, color, sex, national origin, religion, age, disability, sexual orientation, or veteran status either in its employment practices or in its policies and procedures concerning access to services, except in instances when the criteria is a stated condition of admission to the Project and is so disclosed in the Proposal.
17. No Guarantee of Future Funding. Provision of this Agreement does not imply any future funding commitment by Foundation.
18. Lobbying. By accepting this Agreement, the Organization agrees that these Funds will be used exclusively for exempt purposes described in Section 501(c)(3) and will not be used to carry on propaganda, or otherwise attempting to influence legislation (except as permitted under Section 501), or to participate in any political campaign on behalf of any candidate for office.
19. Entire Agreement. This Capacity Building Agreement and all Attachments constitute the entire Agreement between the parties regarding the Project and supercede all related previous understandings or written or oral agreements between the parties.
20. Amendment. Unless otherwise permitted herein, any alteration in the terms of this Agreement must be in written form and must be signed by both Foundation and Organization.
21. Applicable Laws. The provisions of this Agreement shall be construed and enforced according to the laws of the State of Missouri.
22. Gender and Number. Masculine pronouns include the feminine as well as the neuter genders, and the singular shall include the plural, unless indicated otherwise by the context.
23. Headings. The paragraph headings contained herein are for convenience of reference only, and shall not be construed as defining or limiting the matter contained thereunder.

IN WITNESS WHEREOF, we have executed this Agreement as of the date first above written.

Missouri Association of County Development Disabilities Services

By: 
Cathy Arrowsmith
Board President

The Missouri Foundation for Health

By: 
James R. Kimmey, M.D.
President and Chief Executive Officer

Attachments to Agreement:

A. Project Proposal, Budget, Objectives, Activities and Measures

Attachment A.

Project Proposal, Budget, Objectives, Activities and Measures

Project Proposal, Budget, Objectives, Activities and Measures follow this page.



Proposal Cover Page – Capacity Building – RFP C1-2007

Nonprofit Services Consortium, 1015 Locust Street, Suite 650, St. Louis, MO 63101 • 314.436.9580 • toll free 866.433.9580 • www.nonprofitservices.org
DUE: 5:00 p.m. or postmarked no later than Thursday, MAY 31, 2007

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07-0363-500
RECEIVED MAY 31 2007

Missouri Foundation for Health Capacity Building Grant Program		RFP C1-2007			
Applicant Organization/Coalition					
Name of Applicant Organization: Missouri Association of County Developmental Disabilities Services (MACDDS)					
Legal Name (if different than Applicant Organization Name)					
Address: 606 Dix Rd.					
City Jefferson City		State Missouri	Zip 65109	E-mail Address doris@cablcc.com	
Telephone (area code): 573-632-2700			Fax (area code): 573-632-6678		
Primary Contact and Title Doris Boeckman, Executive Coordinator					
Federal EIN Number (Federal IRS letter must also be attached): 43-1584898					
Organizational Financial Profile			Tax Status:		
Annual Operating Budget: \$ <u>176,710</u>			<input checked="" type="checkbox"/> Exempt under 501(c)(3) of the IRS code		
Total Amount Requested from MFH: \$ <u>25,700</u>			<input type="checkbox"/> Exempt governmental unit		
			<input type="checkbox"/> Other (specify) _____		
(All applicants must attach a Federal IRS letter. Call 1-800-829-4933 to obtain a copy. Do not send a Missouri sales tax exemption letter.)					
Application Submission Checklist:					
Each Proposal must be submitted with the following:					
<input checked="" type="checkbox"/> Strategic Organizational Development Application (Capacity Building)					
<input checked="" type="checkbox"/> Proposal Summary					
<input checked="" type="checkbox"/> Work Plan					
<input checked="" type="checkbox"/> Budget Request					
<input checked="" type="checkbox"/> Consultant Profile of Qualifications					
<input checked="" type="checkbox"/> Evidence of Tax Status					
Applications that do not contain all of the required documentation listed above will not be accepted by MFH for review.					
Printed Name of Authorized Individual: Jim Casey			Title: MACDDS Past President (2006) – Current Officer		
Signature: 			Date: May 30, 2007		

1. Organizational Profile:

a. Mission Statement

MACDDS is dedicated to promotion of county initiatives in developmental disability services.

b. Services Provided

Each county member has flexibility in the types of services provided within their county. An array of services may be offered, including day habilitation, children's services, residential services, service coordination, employment and transportation, among others. More detailed descriptions of the services provided are included in the "Health-Related Experience" section below.

c. Target Population

The target population served by MACDDS members is individuals with developmental disabilities including, but not limited to, mental retardation, cerebral palsy, head injury, autism, epilepsy, or a learning disability related to brain dysfunction. In order to be served by a Senate Bill 40 board, an individual's disability must have originated before the age of 22, be expected to continue indefinitely and result in substantial functional limitations in two or more of the following areas of major life activities: self-care; receptive and expressive language development and use; learning; self-direction; capacity for independent living or economic self-sufficiency; mobility; and reflects the person's need for a combination and sequence of special interdisciplinary, or generic care, habilitation or other services which may be of lifelong or extended duration and are individually planned and coordinated. (Source: Missouri Revised Statutes §630.005.)

d. Health-Related Experience

Residential services are the bulk of the services purchased or provided by the members and may include independent living with support services, supportive living with "as needed" assistance (up to 24 hours), or group living arrangements with 24-hour staff. More than 32% of the services provided by members is for residential services. Employment services may include sheltered workshop (17%) or supported employment (6%), job development programs, pre- and post-employment services, and employment training. People employed by Sheltered Workshops produce goods and services for major companies as well as small local business. Supported employment enables individuals with developmental disabilities to be successfully employed. Transportation (13%) is an ongoing need for individuals with developmental disabilities to ensure access to work, recreational activities, health care and other critical appointments for maintaining quality of life. Children's services (5%) are for child under age 21, excluding residential services and may include access to early childhood intervention services, specific therapies, in-home supports and crisis intervention services. Service coordination (4%) is another service available by many Senate Bill 40 boards and assist individuals with developmental disabilities in choosing and realizing individual goals. Many MACDDS members provide service coordination through an intergovernmental agreement with the Department of Mental Health for case management service. Targeted case management allows MACDDS members an opportunity to blend local tax dollars with state Medicaid funds to draw additional federal resources into the state.

2. **Project Request:** The funds will be used to contract with a local consultant to bring three to five representatives from other states to Missouri to provide in-depth education regarding Medicaid waivers. Particularly, how waivers for services are used by their state(s); the process for amending waivers and their experience with those amendments; and, lastly, their experience with the implementation process within their state. MACDDS has sought education from local experts previously, but the discussions have not lead to the in-depth knowledge needed to truly impact the system.

3. **Needs Statement:** Missouri has operated under Medicaid waivers since the 1980s. MACDDS members augment the state funds to meet the match for two of the Missouri Medicaid waivers, the MRDD Comprehensive Waiver and the MRDD Community Support Waiver. With the continued emphasis on local, community-based services, it is imperative that MACDDS and other Senate Bill 40 boards, who provide significant funding for the purpose of meeting federal Medicaid match for Medicaid clients served in their programs, have a clearer understanding of how Medicaid waivers can be utilized, the complexities associated with waiver amendments, and the best approach to expanding or incorporating new services. Presently there are 48 MACDDS members, of which 20 provided match dollars for the Missouri Medicaid waivers in an amount totaling more than \$24 million in 2006.

Not only do our members have a vested interest in providing the most cost efficient and effective services, we have an obligation to learn more about the waivers that serve the developmentally disabled population so that we can maximize our local funds, while maintaining quality standards of care. As stated in Missouri Medicaid Basics 2007, "an estimated 147,000 Missourians covered by Medicaid qualify for services due to a 'physical or mental impairment, disease, or loss which keeps them from working in any job within their skill level for 12 months or longer.'" This is the population served by county Senate Bill 40 boards.

For the past 15 years, Senate Bill 40 boards have partnered with the Missouri Department Mental Health, Division of Mental Retardation and Developmental Disabilities (MRDD) in implementing services under the Medicaid waivers. However, with continued changes to the Medicaid program and ongoing turnover with the state departments, it is crucial for our organizations to have a complete understanding of the Medicaid waiver options, processes and services, especially in light of the move toward privatizing more services.

4. **Project Description:** The attached work plan (**Attachment 1**) provides an outline of the services to be performed and the process for communication with the entire membership and community-based organizations with a vested interested. Primarily the funds will be used to contract with Jane Kruse, an attorney who has significant past Medicaid background as the previous Medicaid director for the Missouri Medicaid Program. Ms. Kruse will work to identify individuals from various states who have been innovative with their Medicaid waiver programs and will arrange for a minimum of three different state representatives from these waived programs to come to Missouri to engage in a dialogue with MACDDS members about their process, funding, and services covered. Additionally, a white paper will be prepared that 1) outlines the differences between the waived programs from other states; 2) identifies items/processes/services that could be improved upon in Missouri through waived services;

and 3) makes recommendations to the Missouri Division of MRDD for collaborating with local Senate Bill 40 boards that provide match funding.

A portion of the funds will also be set aside to incorporate a presentation into the annual MACDDS conference, held in October, or for a mid-year conference that allows for participation from interested community-based organizations and state personnel.

5. **Resources/Capabilities:** MACDDS has been organized as a non-profit organization for more than 25 years and currently has 48 members that provide more than \$64 million in local tax levy funding for services to individuals with developmental disabilities statewide, with combined total annual budgets exceeding \$118 million in 2006. It is estimated that 45,292 individuals receive services on an annual basis, with more than 1,700 employees and contracted workers providing supports to the various programs offered by Senate Bill 40 boards. The existing resources are generated through county tax levy dollars and augmented in many counties by state funds, grants and local city and/or county funds. Services offered by MACDDS members include residential services, adult day habilitation, service coordination, employment, sheltered employment, children's services, transportation and more for individuals with disabilities. A map of the MACDDS member counties is attached.

The following is the anticipated scope of work for project consultants, partners and volunteers, including projected hours and basis for fees. It also provides a brief summary of the qualifications of the selected consultant and why the particular consultant was selected. See **Attachment 2** for Ms. Kruse's qualifications.

Work	Scope of Work	Qualifications	Project Hours	Fee
Jane Kruse, Project Consultant	Contact multiple states throughout the nation to solicit information about Medicaid waived programs. Identify innovative, comprehensive waivers that are operating efficiently and effectively, arrange for expert representatives to come to Missouri to meet with MACDDS representatives and other interested community based partners, develop recommendations for submission to the Missouri Division of MRDD, work with MACDDS executive coordinator to develop a program for the MACDDS	Attorney, past Missouri Medicaid Director, contract employee of Boone County Family Resources (Senate Bill 40 Board)	50 hours	\$5,000

	annual conference or a mid-year educational program that includes presentations from waiver experts.			
TBD, State Waiver Expert Representatives	Will be identified and solicited for participation in dialogue with MACDDS members and community-based partners, participation in annual conference and/or mid-year educational program.	TBD	Approximately 75 hours (15 hours each)	To be negotiated, budgeting \$1,500 each plus travel
Roger Garlich, Chair, MACDDS Medicaid Waiver Work Group	Roger will provide the guidance for the program and will work closely with Jane Kruse to stay on track with the mission of MACDDS and to serve as the liaison with the Division of MRDD in future collaborative efforts as they relate to Medicaid waiver.	Roger is the Executive Director of the Pettis, Saline and Moniteau County Boards of Services for Developmental Disabilities. He has served in this capacity for nearly 30 years.	20-25 hours	In-kind
Doris Boeckman, MACDDS Executive Coordinator	MACDDS does not have any employed staff. The organization contracts with an association management firm that provides executive coordinator duties. This individual, Doris Boeckman, will work with Jane Kruse to organize any meetings and events and will assist with travel arrangements for out of state expert representatives/consultants as necessary.	Doris has more than 10 years in association management experience and has organized conferences with more than 1,000 attendees, arranging for speakers, facilities, follow-up, etc.	10-15 hours	In-kind

Organizational Structure, Experience and Commitment

MACDDS is comprised of 48 members who meet monthly. The organization contracts with an association management firm for executive coordinator duties, which include conference management, resource development, strategic planning, meeting coordination, data collection and analysis and development of annual board reports. As such, the executive coordinator will assist in implementation of the grant. The organization has several active committees, including the Medicaid Work Group which was formed in 2006 as a result of the priority placed on better understanding Medicaid waived services and the processes for implementing and amending

waivers. The organization has been in existence since 1979 as a nonprofit 501(c)3 and has worked closely with the Division of MRDD in the past three years to expand targeted case management services throughout the state by contributing toward the match dollars necessary to draw in the federal Medicaid dollars for these services. The Medicaid Work Group's role in bringing Medicaid waiver experts to the State of Missouri is one more demonstration of the organizations commitment to improve the quality of life and quality of services to individuals with developmental disabilities, while at the same time maximizing local, state and federal resources.

Potential challenges or obstacles that might affect the progress of the project.

The greatest challenge for this project is education and grasping the full extent of waived regulations and services in a short period of time. Another challenge will be ongoing education. With the number of baby boomers employed in the non-profit industry who will soon be seeking retirement, it is imperative that new leadership be educated and have a full understanding of the services available through waived services in order to maximize the services and funding streams for the growing population of individuals with developmental disabilities. Additionally, the Division of MRDD is now shifting responsibility of Medicaid reimbursable case management services from the MRDD Regional Centers to the local Senate Bill 40 boards. This increased role makes knowledge of best practices that much more critical.

6. **Evaluation:** Below is the summary of anticipated project outcomes and indicators for this endeavor.

OUTCOMES	INDICATORS	PROCESS	RESULTS REPORTING
Clear understanding of the Medicaid waiver programs available, maximization of local resources through use of Medicaid waivers, and a distinct set of recommendations to be provided to the Division of MRDD.	50% of recommendations provided to the Division of MRDD will be implemented within three years. 80% of MACDDS members will have a better understanding of Medicaid waivers and application/amendment processes related to same.	Consultant interviews with state experts from other states, participation by experts in dialogue, conference and/or educational sessions, development of recommendations for submission to the Division of MRDD, and implementation of recommendations.	Number of recommendations implemented. Level of understanding communicated as part of Post-Assessment evaluation conducted after conference or mid-year education/training session.

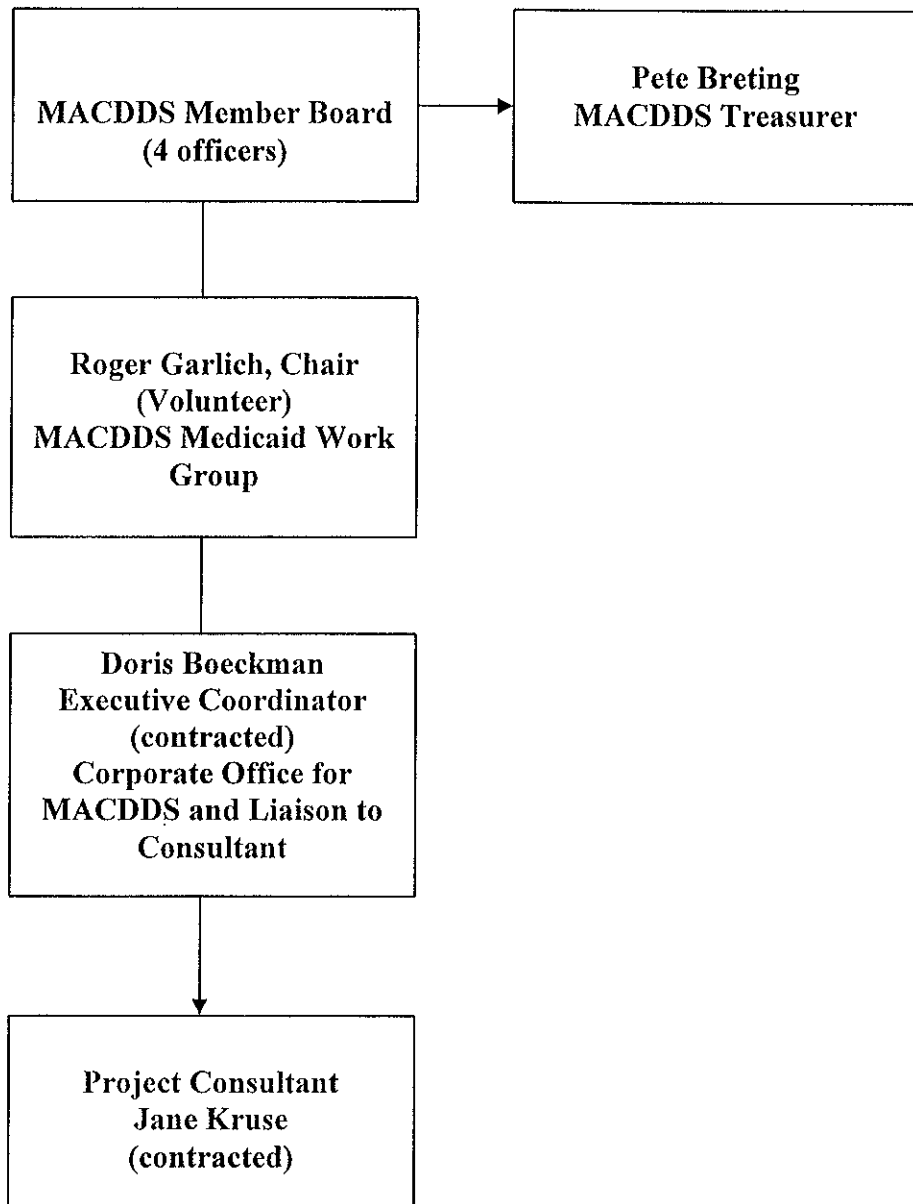
7. **Project Impact:** MACDDS will be a resource for its members and other community based organizations in the provision of Medicaid waived services. Not only will this serve existing members, but will enhance the ability of MACDDS to recruit new members to the organization who are interested in waived services. The increased knowledge will also serve the organization in efforts to collaborate more effectively with the Missouri Division of MRDD and the Medicaid program.

ATTACHMENT 1

PROJECT: Medicaid Waiver – Other States

ACTIVITY/TASK	ACCOUNTABLE AGENT	OUTPUT/DELIVERABLE	Time Frame
1. Identify various state experts, make contact and identify those that are of most innovative with their Medicaid waivers.	Jane Kruse (Consultant)	Three to five Medicaid waiver experts from other states will provide consultation/information to MACDDS regarding their experiences, processes, and services with Medicaid waivers in their respective states.	By January 2008
2. Arrange for 3-5 Medicaid waiver experts to visit Missouri to participate in a dialogue with MACDDS members and interested community-based organizations/providers.	Jane Kruse (Consultant), Roger Garlich (Chair) and MACDDS-Medicaid Waiver Work Group	Visits with documentation of dialogue. Summary of any written material provided by other states.	By April 2008
3. Develop a white paper that with recommendations for the Division of MRDD	Jane Kruse (Consultant)	Paper prepared and presented to MACDDS membership, other interested community-based organizations, Missouri Foundation for Health, and providers and the Division of MRDD.	By August 2008
4. Arrange for a presentation at the MACDDS annual conference or mid-year educational program.	MACDDS Executive Coordinator	Panel presentation to audience of MACDDS members, community-based organizations and providers with interest in Medicaid waived service.	October 2008 (conference) or by June 2008 for mid-year
5. Develop promotional materials and market the conference/mid-year education seminar	MACDDS Executive Coordinator	Attendance at the conference session or educational seminar.	October 2008 (conference) or by June 2008 for mid-year

Organization Structure



Sep 12, 2007 4:39PM Community Asset Building
MISSOURI FOUNDATION FOR HEALTH CAPACITY BUILDING GRANT PROGRAM
PROPOSAL BUDGET REQUEST INSTRUCTIONS

Type of Expense	Description	Amount	Explanation of Budget Calculation
Contracted Service Jane Kruse, JD Consultant	Identify 3-5 state experts, make contact and identify those that are of most innovative with their Medicaid waivers, arrange for them to visit Missouri to participate in a dialogue with MACDDS members and interested community-based organizations/providers and develop subsequent white paper.	\$5,000	50 hours at 100 per hour
Contracted Services Other State Medicaid Waiver Experts	Provide consultation/ Information to MACDDS regarding their experiences, processes, and services with Medicaid waivers in their respective states.	\$7,500	3-5 consultants at \$1,500 to \$2,500 each
Travel	Travel costs include air fare, taxi, meals, lodging and miscellaneous travel expenses for the Medicaid experts who will be traveling to Missouri, in some cases possibly more than once.	\$5,000	Estimated at \$1,000 to \$1,500 each depending on location traveling from and need for rental vehicle from St. Louis or Kansas City, meals, lodging, taxi, and miscellaneous.

Project Objectives, Activities & Measures

Objective 1:

Activity:

- Interview Medicaid experts from other states to gain information on best practices and make recommendations to Division of MRDD for improvements to the Medicaid waiver program in Missouri.

Measure:

- Three to five experts will be interviewed
- Create white paper with recommendation to Division of MRDD from information learned
- 50% of the recommendation provided to Division of MRDD will be implemented within three years

Objective 2:

Activity:

- Conduct educational sessions and dialogue among local experts and providers on the information learned to increase understanding

Measure:

- Pre-test will be administered to determine the level of knowledge about Medicaid waivers in general and specific to Missouri's waiver. A post-test will have these same questions, plus some additional questions related to new information/options as a result of consult with other states' experts. The post results will be compared to the pre test with anticipation that 80 percent of the membership will have acquired a greater understanding of waived services.

CURRICULUM VITA

NAME: Jane Y. Kruse

PERSONAL: Born April 27, 1954
Married to Frederick H. "Rick" Kruse, President & CEO, Boone National Savings
One child, Karla, born June 6, 1988
Excellent health

ADDRESS: 1401 Woodrail Avenue
Columbia, MO 65203

TELEPHONE: (573) 874-3540

EDUCATION: University of Missouri-Columbia, JD, 1979
Stephen's College, B.A., 1975

EXPERIENCE: 10/95 - 07/97 Director of Program Operations, Family Health Center, Columbia, MO
06/92 - 09/95 Clinic Administrator, Family Health Center, Columbia, MO

1990 - 1992 General Counsel, Division of Child Support Enforcement, MO Department of Social Services

1988 - 1990 Assistant to the Director for Health Care Issues, MO Department of Social Services

1984 - 1988 Director, Division of Medical Services, MO Department of Social Services

1983 Associate Director for Institutional Reimbursement, Medical Services, MO Department of Social Services

1981 - 1982 Staff Attorney, General Counsel Division, MO Department of Social Services

1979 - 1981 Associate Attorney, Knight, Ford, Wright, Atwill & Parshall, Attorneys at Law

COMMUNITY SERVICE:

Board Member, Salvation Army
Member, Assistance League of Mid-Missouri
Second Vice President, Mill Creek Elementary PTA

PROFESSIONAL ORGANIZATIONS:

Missouri Bar Association