

Instructions for Revised Budget Submission for 2007 SHIP Grant Funds
and Reporting on 5% Requirement Serving Dual Eligibles with Mental Disabilities

The revised program budgets for the FY 2007 SHIP Grant Awards are due Monday, April 30, 2007.

The revised budget should reflect the total program funds available from all sources, including the current Federal grant award (with basic, local, and rural break-outs that are clearly aligned with the budget narrative descriptions provided in the State's 2007 SHIP grant application), and any other sources, with each source and amount clearly identified.

If allocated funds within your total award funding vary significantly from the budget assumptions in your grant application (for example, large decrease in rural combined with a large increase in basic or local), and if there are programmatic changes anticipated, please include a brief narrative about those changes.

The revised budget submission should include narrative description of plans to address the 5% requirement outlined below.

Addressing the 5% Requirement

- SHIPs may refer to the CMS-sponsored conference call recording on SHIPTalk to hear the initial discussion of the budget requirement of 5% of Federal funds for counseling dual eligible beneficiaries with mental disabilities (Review of 2007 SHIP Grant Terms & Conditions call on March 20, 2007).
- CMS requires that SHIPs submit FY 2007 program budgets that demonstrate that at least 5% of Federal SHIP funding will be directed toward one-on-one pharmaceutical benefits counseling to low-income dual eligible persons with mental disabilities. SHIPs may apply the 5% to any portion of the overall grant funding awarded by CMS. The requirement pertains to FY 2007 funding only.
- CMS encourages SHIPs to partner with community mental health centers to assist the centers in providing Medicare and Medicaid counseling for their clients.
- Approaches that could be taken include, and are not limited to a portion of the total budget or a portion of the basic, local access, or rural budget (representing 5% of the total budget):
 - sensitivity training for counselors working with dual eligibles with mental disabilities,
 - Medicare program training for partners working with dual eligibles with mental disabilities (for example, mental health professionals),
 - network expansion and referral systems to include mental health and other partners, and