

October 7th, 2015

Good Morning CST Sites,

Please see the attached memo explaining the 2016 contracts, applications, workplans and budgets. As you can see there are new forms linked in the memo. Please be sure to complete the budgets and plans on these updated forms before submission to the Contract Administrator.

Please address at least the following four items within the application. These can be addressed as goals and objectives, or within the narrative section of the plan:

- 1) Enrollment (projections and plans for enrollment within the CST Initiative)
- 2) Reporting (PPS, Fiscal, Performance within a timely and accurate manner)
- 3) Systems Development (plans for continued development of the local system of care)
- 4) Effectiveness and Impact of the Initiative (a measurable goal illustrating program effectiveness for the child enrolled).

If you have any questions, please feel free to contact your Contract Administrator for assistance prior to the October 30th deadline for budget and workplan submission.

Thanks,

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