



Infant & Toddler  
Connection of Virginia

1 (800) 234-1448  
TTY/TTD 1(804) 771-5877

Department of Mental Health,  
Mental Retardation and Substance Abuse Services

1220 Bank Street, 9<sup>th</sup> Floor  
P.O. Box 1797  
Richmond, Virginia, 23218-1797  
(804) 786-3710

Dear Families, CSB Executive Directors, MR Directors, System Managers, Fiscal Agents and Interested Parties,

The Public Comment Draft of the SFY 2006 *Local Contract for Continuing Participation in Part C* is attached. The SFY 2006 local contract reflects the wording required in order to execute a valid legal contract for Part C in Virginia. Prior to SFY 2005, contracts for Part C have been considered by the Office of the Attorney General to be invalid because the Local Interagency Coordinating Councils have no authority with which to enter into a contract. An Infrastructure Task Force was convened in SFY 2005 to address this issue. The following is included in the contract:

- Local Lead Agencies are to be identified in each of the 40 localities, allowing for a legal contract between DMHMRSAS and that local public agency (with the LICC working to advise and assist the local lead agency).

A workgroup of stakeholders was also convened to address the development of the SFY 2006 *Local Contract for Continuing Participation in Part C*. The following information reflects the recommendations of that group and will be helpful to consider in your review of the draft SFY 2006 contract:

- In order to meet the mandate of the Virginia General Assembly under Budget Line Item 334, data to be submitted on the Expenditure Reporting Form include the following:
  - Total revenues used to support Part C services;
  - Total expenses for all Part C services;
  - Total numbers of infants and toddlers and families served using all Part C revenues; and
  - Services provided to those infants and toddlers and families.
- Submission of Expenditure Reports has been decreased to 3 times yearly to include a first report at the 6-month period; a second report at the 12-month period; and a final report.

- Expenditure Reports are due 45 days following each six month period rather than 30 days as was previously required.
  
- Each local Part C system must establish a mechanism that will provide oversight of local service delivery trends and that will help move the local system forward in adopting the practices outlined in the *Individualized Part C Early Intervention Supports and Services in Everyday Routines, Activities and Places*.
  - The mechanism does not supersede the IFSP team's authority to determine appropriate supports and services. Rather, the intention of the mechanism is to prompt the local Part C system to stop, review and discuss whether supports and services are being provided in accordance with the *Individualized Part C Early Intervention Supports and Services in Everyday Routines, Activities and Places*. The mechanism is not tied to associated costs.

The public comment period for this document will run from January 11, 2005 through February 11, 2005. Written comments should be submitted to:

Mary Ann Discenza, Part C Coordinator  
DMHMRSAS  
P.O. Box 1797  
Richmond, VA 23218-1797  
FAX: (804) 371-7959

Sincerely,

Mary Ann Discenza