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Owner:	<i>Donna Coulter: Member Engagement Administrator</i>
Policy Area:	<i>Customer Service</i>
References:	

DREAMS COME TRUE FUND

POLICY

It is the policy of Detroit Wayne Integrated Health Network (DWIHN) to offer the Dreams Come True Fund for Community Inclusion (“the Fund”).

PURPOSE

The purpose of this policy is to outline the award and administration process for the Fund.

APPLICATION

This policy applies to the award and administration of the Dreams Come True Fund for Community Inclusion. Applicants from all DWIHN specialty behavioral health services populations are eligible. DWIHN staff, direct and subcontracted providers will adhere to this policy.

KEY WORDS

1. Dreams Come True Fund
2. Constituents’ Voice
3. Peer Review Team

STANDARDS

1. DWIHN maintains a log of the funds raised for the Dreams Come True fund (hereafter referred to as “the Fund”).
2. The Constituents’ Voice (CV) will be responsible for accepting and reviewing applications for the Fund.
3. Awards are for individuals. Organizations do not qualify. Awards are issued at least once a year based on the availability of funds and up to \$500 per person. Awards will be limited to 10 individuals each year.
4. The application will be available on-line, and can be accessed via the [DWIHN website](#) and the [weblink](#) which will be widely distributed across the provider network. Applicants may get assistance completing the form with identified community partners. Individuals may also request support from their individual resources, i.e., staff, friends or family. Paper copies of the application are not accepted.
5. Grant applications will be reviewed at least once a year. Incomplete or late applications will not be considered.

6. Awardees must be active DWIHN recipients (i.e., received services within the last twelve months) and live in Wayne County. An individual may only receive funding every other year. Individuals are considered ineligible for the Fund for up to 12 months from the time they receive an award. Groups or organizations do not qualify; only individuals may apply.
7. Awardees will be notified via email.
8. Funds must be used to advance community inclusion in at least one of the following areas:
 - a. HOUSING: housing first initiatives, community development agencies, home ownership programs
 - b. EMPLOYMENT: training programs, supported employment
 - c. EDUCATION: community and career colleges, supported education
 - d. HEALTH/WELLNESS: community health clinics, gym memberships, nutrition classes
 - e. ARTS/SPORTS: knitting classes, marathon entry fee and equipment, music or acting lessons
 - f. CITIZENSHIP/CIVIC ROLES: voting, volunteering, driving, mobility, transportation
 - g. VALUED SOCIAL ROLES: relationships, marriage and child rearing, typical social roles
 - h. PEER SUPPORT: meet-ups, community meetings, peer to peer support gatherings
 - i. SELF-DETERMINATION: Advocacy group membership, leadership training, money management course
9. DWIHN employees and CV members, or their family immediate family members, are not eligible to apply.
10. Applications will be reviewed by a subgroup of the CV members who formerly or currently receive services through the Detroit Wayne system. The subgroup is known as the Peer Review Team.
11. Members on the Peer Review Team must sign a Nondisclosure and Confidentiality Agreement. Peer Review Team members must further sign a Conflict of Interest Statement, as well as on an ongoing basis, disclose and recuse themselves from evaluating any applications with which there is a perceived or real conflict of interest.
12. The DWIHN CV liaison will pre-screens all proposals to ensure applicants meet the selection criteria and remove any identifying information (e.g., names, birth-dates, service provider, etc.). The DWIHN CV liaison will assign the qualifying applications to members of the Peer Review Team for scoring.
13. All applications will be reviewed and scored by at least two members of the Peer Review Team.
14. All applications will be judged based on a point system or scoring rubric per application instructions.
15. The CV makes a final recommendation of awardees to the DWIHN President and CEO.
16. The DWIHN liaison will make the request for awardee disbursements.
17. Awards cannot be used to purchase, support or participate in any illegal activities.
18. Applicants must submit request to change how the funds are spent in writing and in advance. Written request must be submitted to the DWIHN Liaison.
19. Awardees must sign a release authorizing DWIHN to use their name, image, and story for promotional purposes.
20. Individuals will be encouraged to include the project goal in their Individual Plan of Service (IPOS) which may be a mechanism to get additional supports to achieve their goal(s).
21. Awards will be disbursed in a single payment. Awardees will be required to sign an agreement to comply with award terms and conditions prior to the release of funds.

22. Projects must be implemented and completed within one year of receiving the funds.
23. The CV will conduct a follow-up with awardees within six and twelve months of disbursing the awards.
24. Awardees will be encouraged to provide an account or brief report of what was accomplished with the funds.
25. Awardees will be encouraged to participate during scheduled DWIHN forums and other outlets (e.g., website, blogs, articles, news releases, story boards, etc.). Credit for funding must be given to DWIHN and the CV.

QUALITY ASSURANCE/IMPROVEMENT

1. DWIHN shall review and monitor contractor adherence to this policy as one element of its network management program, and as one element of the QAPIP Goals and Objectives.
2. The goals and objectives of the Fund should align with and will be included in the Strategic Plan and QAPIP Performance Improvement (PI) Annual Action Plan goals and objectives and accomplishment will be reported annually in the QAPIP Report.

COMPLIANCE WITH ALL APPLICABLE LAWS

DWIHN staff, contractors and subcontractors will be bound by all applicable local, state and federal laws, rules, regulations and policies, all federal waiver requirements, state and county contractual requirements, policies, and administrative directives, as amended.

LEGAL AUTHORITY

None

RELATED POLICIES

None

CLINICAL POLICY

No

INTERNAL/EXTERNAL POLICY

External

Attachments

No Attachments

Approval Signatures

Approver	Date
Eric Doeh: President and CEO	12/2021
Allison Smith: Project Manager, PMP	11/2021
Brooke Blackwell: Chief of Staff	11/2021
Yolanda Turner: Legal Counsel	11/2021
Shama Faheem: Chief Medical Officer	05/2021
Miriam Bielski: Call Center Director	05/2021
Ricarda Pope-King	04/2021
Judy Davis	04/2021
Vicky Politowski: Integrated Health Care Director	04/2021
Melissa Moody: Chief Clinical Officer	09/2020
John Pascaretti	06/2020
Ebony Reynolds	06/2020
Bernard Hooper: Compliance Officer	05/2020
Jacquelyn Davis: Director of Access and Crisis Services	05/2020
April Siebert: Director of Quality Improvement	05/2020
Andrea Smith: Director of Workforce Training & Program Devel.	04/2020
Shirley Hirsch: Director of Residential Services	04/2020
Tiffany Devon: Director of Communications	04/2020
Jody Connally: Director, Human Resources	04/2020
Stacie Durant: CFO Management & Budget	04/2020
June White: Provider Network Administrator	04/2020
Manny Singla: CIO	04/2020
Jean Mira: Director of Purchasing	04/2020
Polly Mccalister: Director Of Recipient Rights	04/2020
Donna Coulter: Member Engagement Administrator	04/2020
Michele Vasconcellos: Director, Customer Service	12/2019