

Oxford House, Inc.  
Contract Number 2079 FY'12

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Mandatory Reporting Per House Bill 950, Session Law 2012-1042

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11/29/2012

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Per House Bill 950, Session Law 2012-1042  
For Year FY'11 – FY'12

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**SECTION I**

**The Entity's Mission, Purpose And Governance Structure**

**Program Overview**

Founded in 1975, Oxford House, Inc. is a Delaware nonprofit, 501(C)(3) corporation that serves as the umbrella organization of a worldwide network of more than 1,500 individual Oxford Houses. Its central office is at 1010 Wayne Avenue, Suite 300, Silver Spring, Maryland 20910. The mission of Oxford House is to foster the development of Oxford Houses in order to provide recovering alcoholics and drug addicts the opportunity to live in an environment designed to support recovery without relapse.

The Oxford House philosophy posits that all addict and alcoholics, irrespective of the type, severity or length of their addiction, are capable of achieving long-term sobriety and becoming healthy, responsible and productive citizens in the community. Oxford Houses provide that opportunity. Total abstinence – long-term recovery without relapse – remains the basic philosophy of the Oxford House program. Throughout its 37-year history, Oxford House has encouraged independent academic researchers to evaluate the Oxford House program. The result is that there are many research reports on Oxford House that show that the program works – and that it works for many difficult-to-reach populations.

The organization's overarching goals are: (1) to maintain and expand the successful and cost-effective network of Oxford Houses to give more recovering alcoholics and addicts the time and peer support needed to achieve recovery without relapse and (2) to educate the broader community about the need to focus on the long-term recovery and dispel the notion that relapse is part of the disease.

Oxford Houses provide the living environment that helps residents become comfortable enough in sobriety to stay clean and sober without relapse. The philosophy behind Oxford House™ is three-fold: (1) self-help is the bedrock of recovery, (2) disciplined democracy is key to living together successfully, and (3) self-support builds sobriety comfortable enough to avoid relapse.

The Oxford House Manual© is the basic blueprint that provides the organization and structure that permits groups of recovering individuals to live together successfully in a supportive environment. All Oxford Houses are rented ordinary single-family houses in good neighborhoods. There are Oxford Houses for men and Oxford Houses for women but there are no co-ed houses. The average number of residents per house is about eight.

Oxford Houses work because they: (1) have no time limit on how long a resident can live in an Oxford House, (2) follow a democratic system of self-run operations, (3) utilize self-support to pay all of the household expenses, and (4) adhere to the absolute requirement that any resident who returns to using alcohol or drugs must be immediately expelled. Oxford Houses provides the time, peer support and living environment necessary to support long-term recovery without relapse. Some individuals live in an Oxford Houses a few months; others for many years. Together, these individuals develop each Oxford House into a place where residents can learn to live a responsible life without the use of alcohol and drugs.

In part because alcoholism, drug addiction and co-occurring mental illness are egalitarian diseases, Oxford Houses serve a highly diverse population. As noted in the Oxford House 2011 Annual Report, National Oxford House Resident Profile on page 1(*Attachment 1*). Three-quarters of Oxford House residents have been addicted to drugs and alcohol, and a quarter of the residents have been

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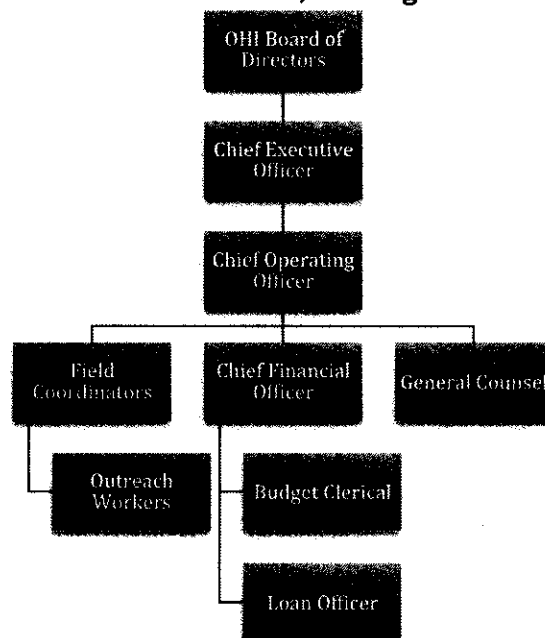
addicted to alcohol only. A significant portion of the Oxford House population (63%) has been homeless and many residents (79%) have been in jail. There is wide variation in age, educational attainment, and job and income history among Oxford House residents. In addition, Oxford House serves very diverse ethnic and racial populations. Some Oxford Houses serve particular special interest groups (e.g., gays and lesbians, women with children, and hearing-impaired individuals). As of June 30, 2012 there were 383 Oxford Houses for women, and 1,138 Houses for men. The total network of total houses is 1,521. As of June 30, 2012, forty-five states had Oxford Houses. The total number of residents across all states is 12,028. The number of women residents is 2,959, and the number of men residents is 9,069. The average age of residents is 36.2 years. The average cost per person per week is \$100 (range \$85-\$155). Two areas where Oxford House is especially active are in providing housing for: Veterans (18 % of Oxford House residents) and Women and Children (102 of the 383 women's house are dedicated for this purpose).

Oxford House focuses on recovery without relapse. It tracks its results through its own surveys and through the work of independent academic researchers. Much of the independent academic work is available on the Oxford House website ([www.oxfordhouse.org](http://www.oxfordhouse.org)) under "Publications/Evaluations/DePaul."

Oxford Houses in North Carolina began in 1991 under a contract between Oxford House, Inc. (OHI) and the North Carolina Department of Health and Human Services Division of Mental Health, Developmental Disability and Substance Abuse Services [DHHS DMH/DD/SAS]. Today there are 150 Oxford House in the state - 109 for recovering men; 38 for recovering women; and 3 for recovering women and children, as a result of the DHHS DMH/DD/SAS and OHI agreements between 1991 and 2012. At any particular time, there are more than 1,120 recovering individuals living in the North Carolina Oxford Houses. This proposal is designed to maintain and expand the existing network of Oxford Recovery Homes in North Carolina and to administer the North Carolina PL 10-690 Revolving Loan Fund.

Figure 1 below shows the Organizational Structure of Oxford House.

**Figure 1 - Oxford House Organization Chart  
Overall Oxford House, Inc. Organizational Chart**



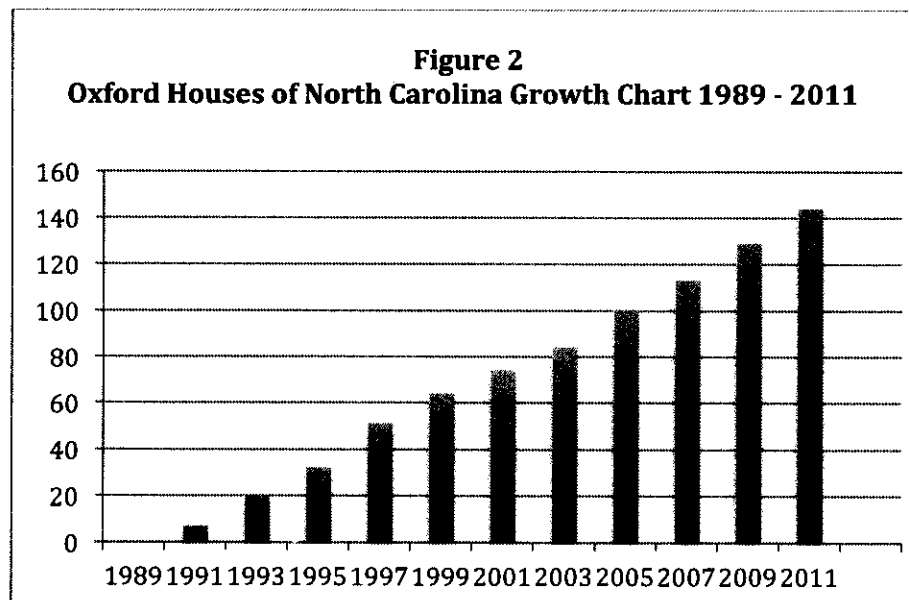
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Note: Oxford House, Inc. is a nonprofit corporation incorporated in the State of Delaware with its place of business at 1010 Wayne Ave. Suite 300, Silver Spring, Maryland 20910. Its website is [www.oxfordhouse.org](http://www.oxfordhouse.org). The telephone number for Oxford House, Inc. is 301-587-2916 and the facsimile number is 301-589-0302.

Oxford House, Inc. is the umbrella organization for all individual Oxford Houses. Each Oxford House has a charter from Oxford House, Inc. and has the sole authority to issue such charters as the copyright and trademark holder of the Oxford House system of operation and related materials. Started in 1975, in Silver Spring, Maryland, the network of Oxford Houses as of June 2012 consists of 1,521 individual Oxford Houses [1,138 for men and 383 for women] with a total of 12,028 recovery beds.

During 2011, more than 25,000 individuals lived in one of the nation's Oxford Houses with 4,432 [17%] expelled because of relapse into using alcohol or illicit drugs. Each Oxford House is self-run and self-supported following charter conditions and procedures in the Oxford House Manual®. The three charter conditions are: [1] the group must be democratically self-run following the discipline Oxford House system of operation, [2] the group must be financially self-supporting, and [3] the group must immediately expel any resident who returns to using alcohol or illicit drugs. There is no time limit for how long a resident can reside in an Oxford House provided the resident pays the requisite equal share of household expenses [the average share was \$103 per week in 2012] and stays clean and sober. On average, a person lives in Oxford House a little less than one year. More than 80% stay clean and sober.

Below is a chart of the Development of Oxford Houses In North Carolina between 1989 and 2011



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**SECTION II**

**A Description Of The Types Of Programs, Services, And Activities Funded By State Appropriations**

**1. Problem Statement**

The purpose of the contract is to meet the requirements of § 2036 of the Anti-Drug Abuse Act of 1988 (PL 100-690, approved November 18, 1988), which amended Subpart I of Part B of Title XIX of the Public Health Services Act (42 USC 300x) by adding a program entitled "Group Homes for Recovering Substance Abusers."

Oxford House, Inc. is the 501(c) (3) umbrella organization of a national network of democratically run, financially self-supported homes for recovering substance abusers. The first Oxford House opened in 1975 in Maryland, with the enactment of the Anti-Drug Abuse Act of 1988 (P.L. 100-690), Oxford Houses began to expand nationwide out of the Maryland area. The Act's provision for revolving loan funds in the states, which facilitated the creation of recovery homes based on the Oxford House model, helped Oxford Houses expand to the current level of more than 1,580 nationally.

Addiction is a terrible disease that affects individuals, families and communities. The North Carolina Division of Mental Health/Developmental Disabilities/Substance Abuse Services (DMH/DD/SAS) notes in Appendices for Community Systems Progress Report from Medicaid and State Service Claims Data based on claims paid through October 31, 2010, that nearly 609,513 adults need substance abuse services for the one year period July 1, 2009 to June 30, 2010, but the state's public system only will serve an estimated 11 percent 65,799 of those in need. Although addiction is a prevalent disease it can be treated. Affordable recovery housing is an essential part of effective treatment, especially for persons in the early stages of recovery. For twenty years, Oxford House, Inc. has helped fill this need for affordable housing in treating addiction in North Carolina. In June of 2012, with 150 houses in 29 cities, Oxford House has the capacity to assist more than 1,076 North Carolinians recovering from substance abuse. However, the demand for additional Oxford House units remains.

Recent data from the Division of Prisons, North Carolina Department of Corrections (DOC) suggests this demand for Oxford House units is likely to increase in the future. NC DOC released 28,860 inmates from prison in FY08-09, and approximately 86 percent or (24,820) of NC inmates need substance abuse services. The US Department of Justice estimates that about 67 percent of people on probation "can be characterized as alcohol-or-drug-involved offenders." Based on FY 08-09 data, there were approximately 110,000 people under probation supervised by the Division of Community Corrections, NC DOC, on any given day in NC, which suggests that as many as 73,700 probationers may need substance abuse services. Drug offenders comprise one third of all persons convicted of a felony in state courts, and one half of all homicides are alcohol related. The National Clearinghouse for Alcohol and Drug Information (NCADI) reports, "Inmates with substance use disorders are the most likely to be re-incarcerated -- again and again -- and the length of their sentences continually increases. The more prior convictions an individual has, the more likely he has a substance use disorder. In State prisons, 41 percent of first offenders have used drugs, compared to 63 percent of inmates with two prior convictions and 81 percent of inmates with six or more prior convictions. Half of State parole and probation violators were under the influence of drugs, alcohol, or both when they committed their new offense. State prison inmates with six or more prior convictions are three times more likely than first-time offenders to be regular crack cocaine users. Former SAMHSA Administrator Nelba Chavez summarizes the need for community programs that will help break the cycle of relapse and recidivism by stating, "Substance abuse

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treatment gains in prison may be lost if treatment is not continued after the offender is released. Many prisoners after release have no place to live, no job, and no family or social support, all factors that increase the risk of relapse. Providing support services are a critical part of ensuring the continuity of care as offenders with substance abuse problems move from incarceration to the community." These individuals face severe limitations on financial, familial and personal resources, finding treatment and comprehensive services offer the most effective resources for improved outcomes for this population. By providing a place to live and support services, Oxford Houses reduce the risk of relapse among ex-offenders and other Oxford House residents. According to Oxford House North Carolina Resident Survey conducted fall 2008, 81.3 percent of the residents in Oxford Houses had served time in jail or some correctional facility an average of 17.9 months. During this survey period, 73 percent of all the Oxford House residents had experienced homelessness averaging about 6 months. For many recovering substance abusers who are re-entering society Oxford Houses will serve as tools of transition. Most houses had accepted parolees and probationers as residents within the prior year.

At the 2005 Annual Meeting of the American Psychological Association researchers from DePaul University released results of two longitudinal studies that verify Oxford House as a best practices model for effectively promoting long-term abstinence. One study assessed 150 participants in Illinois who were randomly assigned to either an Oxford House or "usual care conditions" after undergoing treatment for addictions to alcohol or drugs. At the end of the two-year period, 65 percent of participants in Oxford Houses had refrained from substance use as compared to only 31 percent of participants living elsewhere. Oxford House residents also experienced higher positive outcomes in general including a higher level of monthly net income (\$989.40 vs. \$440.00) and lower incarceration rates (three percent vs. nine percent). The leader of the research team, Dr. Leonard A. Jason, stated, "Even we were amazed at the results. These findings suggest tremendous public policy benefits for these types of low-cost, residential, non-medical care options for individuals with substance abuse problems." The second study collected data from residents living in some 213 Oxford Houses in 16 states around the country. Nearly 900 participants were interviewed every four months for a year. At the end of the 12-month period, 87 percent of the residents were still drug free. On average, about 65 percent of residents "cycle out" of Oxford House after a year, yet, according to the study—even among those who no longer resided at the recovery homes—the rate of relapse was extremely low. "We found that six months in Oxford House is what made a really big difference in recovery," explained Dr. Jason. This conviction was recaptured in Dr. Jason's recently 2008 published book, *Rescued Lives: The Oxford House Approach to Substance Abuse*, in which he noted "the best interventions might involve working with naturally occurring healing processes, such as what occurs in Oxford Houses". The American Correctional Association and the Hazelden Foundation 1996 Handbook for probation, parole and community corrections states, "Oxford House, Inc. is fast becoming one of the most important and cost-free community-based resources available for community corrections". (Partners in Change by Edward M. Read, Hazelden and the American Correctional Association, 1996, page 144.)

Although Oxford House, Inc. as of June 30, 2012 provided more than 1,076 recovery beds for persons recovering from substance abuse an unmet need remains throughout North Carolina. These fiscal year applications for Oxford House units per month exceed admissions per month by an average of 58 units.

**Demand Measure**

From January 2010 through December 2010, Oxford House received an average of 186 applications for residence per month but only had an average of 128 admissions per month resulting in an average unmet demand of 58 units or beds per month or 696 per year.

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## 2. Project Objectives

The North Carolina Division of Mental Health, Developmental Disabilities, and Substance Abuse Services (DMH/DD/SAS) notes in Appendices for Community Systems Progress Report from Medicaid and State Service Claims Data based on claims paid through October 31, 2010 that nearly 609,513 adults need substance abuse services for the one year period July 1, 2009 to June 30, 2010, but the state's public system only will serve an estimated 11 percent, 65,799 of those in need. To provide peer operated recovery homes as safe, affordable, and drug free living situations with the support of peers in recovery, support from Oxford House, Inc., and access to other supports in the community in which individuals are taught how to become self-sufficient by learning life skills in a peer supportive environment.

## 3. Project Methods or Designs

- **To open new houses**, Oxford House, Inc. will provide technical services and support for the establishment of six new self-run, self-supported recovery homes throughout the State of North Carolina by the end of the contract period. Oxford House will provide technical assistance to new group of recovering individuals, helping them to rent suitable houses and recruit suitable residents. In addition, Oxford House outreach workers will teach new groups how to operate a self-run, self-supported recovery house effectively. Specific outputs for opening these houses include locating the six houses, signing multiple-year leases for the houses, coordinating tenant substance abuse recovery support, and assisting tenants in finding and maintaining employment.

The contractor will assure that special populations such as Latinos, persons with hearing disabilities, and physically handicapped individuals will have culturally competent access to the existing Oxford Houses and the six new houses opened during this contract period. In addition, Oxford House staff will notify the Local Management Entity (LME) as they plan to locate Oxford Houses in the counties served by the LME. In addition to the above, Oxford House, Inc. agrees to maintain active communication with and notification to the Division contract administrator of any sensitive community concerns or issues related to the establishment of an Oxford House.

- **To maintain the state revolving loan fund** by administering the application, administration, and repayment of start-up loans made to eligible applicants of six or more recovering individuals from the North Carolina Recovery House Revolving Loan Fund.

- **To establish and maintain programs at correctional institutions** to educate individuals on the Oxford House model. The goal of the Criminal Justice Initiative for the next SFY will be to serve at least 20 re-entering substance users and mentor them in their transition. From July 1, 2005 to March 30, 2011, Oxford House Criminal Justice outreach staff placed over 900 men and women in Oxford Houses exceeding its expectations.

### Inputs:

- Staff and other resources described in the Budget Narrative.

### Outputs:

- Open 6 new houses.
- Administer loans to groups of 6 or more recovering individuals Starting new Oxford Houses.
- Serve at least 20 re-entering substance users and mentor them in their transition from incarceration



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Figure 3 below represents a sample of Oxford House Outreach Worker Duties.

**Figure 3 – Outreach Worker Duties**

*The following chart describes the activities and duties of the outreach workers.*

Task	Action of Outreach Worker
1. Finding a suitable house	<ul style="list-style-type: none"> <li>➤ The outreach worker has been trained to recognize the characteristics of suitable house to rent.</li> <li>➤ The outreach workers know how to execute a legal lease between the landlord and the group or entity that is made up of ever changing residents.</li> <li>➤ The outreach worker is able to answer zoning questions –in a general way – and is backed up by the expertise of the central service office in Silver Spring.</li> </ul>
2. Obtaining a charter from Oxford House Inc.	<ul style="list-style-type: none"> <li>➤ Outreach worker helps newly recovering individuals to fill out the charter application form and submits it to Oxford House, Inc. to get a "conditional" charter that is valid for up to six months.</li> <li>➤ Outreach worker helps the new group to fulfill the requirements of the "conditional" charter so that the group can be granted a "permanent" charter.</li> </ul>
3. Obtaining an FEIN [federal tax identification number] from IRS to enable the group to establish a checking account in the name of the group.	<ul style="list-style-type: none"> <li>➤ Since the mid-eighties every bank account needs either a social security number [in the case of an individual] or a FEIN [in the case of a group, association, partnership or corporation]. The outreach worker processes the paperwork to obtain a FEIN and helps the group to establish a checking account in the name of the individual Oxford House™.</li> </ul>
4. Recruiting initial residents for the new house.	<ul style="list-style-type: none"> <li>➤ Working with treatment providers and the recovery community to explain the value of Oxford House living to get referrals.</li> <li>➤ Convincing a newly recovering individual that living in an Oxford House™ provides the time, peer support and living environment to gain comfortable sobriety without relapse.</li> </ul>
5. Teaching residents in a newly established Oxford House the standard system of operations needed to effectively operate the house.	<ul style="list-style-type: none"> <li>➤ Teaching new residents the need for a weekly business meeting and the procedures to follow.</li> <li>➤ Helping the residents elect the five essential officers needed to operate each house and teaching each person the duties of each office holder.</li> <li>➤ Helping the residents get the household furnishing needed for the house [from beds to brooms].</li> <li>➤ Story telling while living in the house to infuse the group with the belief and culture of Oxford House™ and its role in promoting recovery without relapse.</li> </ul>
6. Instilling a dedication to reach out to other recovering individuals to share the benefits of Oxford House living.	<ul style="list-style-type: none"> <li>➤ Teaching residents how to make presentations to providers to get new recruits.</li> <li>➤ Promotion of expansion within an area to meet the need of newly recovering individuals and to organize a mutually supportive chapter.</li> <li>➤ Building a habit of attending 12-step meetings and the encouragement of frequent contact between residents and Oxford House World Services to resolve house issues, promote expansion.</li> </ul>
7. Ongoing training and education of existing residents of Oxford House to ensure quality control of the Oxford House.	<ul style="list-style-type: none"> <li>➤ Assist Chapters in conducting Officer Training Workshops every six months.</li> <li>➤ Help develop and conduct Annual Oxford House state conference.</li> </ul>

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**SECTION III**

**Statistical And Demographical Information On The Number Of Persons Served By The Programs, Services, And Activities, Including The Counties In Which Services Are Provided**

The successful Oxford House experience is quantified by both internal and external measurement. The North Carolina field staff submits to the Division a Monthly Housing Activity Report that includes data from each house regarding the number of applications, number of beds available, number of admissions, number of residents leaving the houses and the reasons for leaving: relapse, voluntary or other causes such as disruptive behavior. These data gives the State valuable information on the provision of care and the functioning of each individual home.

Another report that provides valuable information on Oxford House is the Annual Resident Profile Survey. This is a yearly survey completed by all residents residing in North Carolina Oxford Houses. This data are compiled by the State Coordinator and used to generate a profile of NC residents that shows resident race and ethnicity, disability status, prior homelessness, prior incarceration (individuals just released as a past of the Criminal Justice Initiative as well as individuals incarcerated in the past), average lengths of sobriety and average monthly earnings.

To evaluate the Criminal Justice Initiative component of the Oxford House project, the State Coordinator maintains a database to track individuals entering Oxford House from the correctional system. The information is gathered using a modified version of the Treatment Alternatives to Safe Communities Criminal Justice Management (TASC CJM) Intake, Six-Month Update and Discharge forms provided by NC DMH/DD/SAS and is provided to the Division on a quarterly basis.

The primary outcome measure for this contract is for Oxford House to establish and implement operations for six new Oxford Houses by June 30, 2011. In addition to this outcome measure, Figure 4 (below) summarizes additional outcome and the service quality measures that will be gleaned from the Monthly Housing Activity Report and Annual Resident Profile Survey:

**Figure 4- Outcome and Service Quality Measures**

<b>Project Report</b>	<b>Outcome Measure</b>
Monthly Housing Activity Report	Average annual occupancy rate from the sum of monthly housing reports will be at least 80%.
	Average annual relapse rate (total # residents that relapse/total # residents) from the sum of monthly housing reports will be no higher than 10%
Annual Resident Profile Survey	Average Length of sobriety for residents will be greater than 12 months.
	Employment rate for residents will be at least 75%.
	Average number of 12-step meetings that each resident attends per week will be at least 5.0
	At least 80% of residents surveyed will say that Oxford House is "very important to sobriety."
	At least 80% of residents surveyed will say they would recommend Oxford House to other persons with substance abuse issues.

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The national Oxford House staff will manage this loan fund and provide the state with the following reports:

- Monthly Financial Status Report due by the 10th day following the end of the month
- Monthly Housing Activity Report due by the 15th day following the end of the month
- Quarterly Activities and Accomplishments Report due by the 15th day following the end of the quarter
- Quarterly Oxford House Criminal Justice Housing Report due by the 15th day following the end of the quarter
- Annual Financial Audit due six months following the end of their audit fiscal year.
- Annual Resident Profile Survey completed annually by June 30.

The following Figure 5 is a list of counties served in North Carolina and numbers of Oxford Homes in each county:

**Figure 5 – North Carolina Oxford Houses By County**

<b>County In North Carolina</b>	<b># Of Oxford Houses</b>
Alamance	1
Buncombe	7
Catawba	3
Cumberland	6
Dare	3
Durham	13
Forsyth	9
Gaston	1
Guilford	21
Harnett	1
Iredell	1
Johnston	1
Mecklenburg	20
New Hanover	3
Orange	13
Person	1
Pitt	9
Randolph	2
Rowan	2
Swain	1
Vance	2
Wake	28
Wayne	2

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**SECTION IV**

**Outcome Measures That Demonstrate The Impact And Effectiveness Of The Programs, Services, And Activities. A Detailed Program Budget And List Of Expenditures, Including All Positions Funded And Funding Sources**

The following Figure 6, "2012, 2011 and 2010 Profile Of North Carolina Oxford Houses" and "Resident Activity Report" (Attached) dated June 30, 2012 demonstrate the effectiveness of the program.

**Figure 6 - The 2010, 2011 and 2012 Profile Of North Carolina Oxford Houses And Residents**

The World Services Office of Oxford House collects data monthly from each Oxford House with respect to applications, admissions, expulsions for cause and voluntary departures. Resident profiles are obtained using the confidential survey questionnaire designed by the late William Spillane, Ph. D. in his 1988 Evaluation of Oxford Houses. The house figures below are current as of June 30, 2012. Resident profiles are derived from state surveys conducted in late 2010, early 2011. 2012 data noted in bold. Net Gain of new Oxford Houses was 13. Net gain in recovery beds was 98.

	2012	2011	2010		2012	2011	2010
Number of Women's Houses:	41	38	37	# Of Women's Recovery beds:	298	278	269
Number of Houses For Men:	109	106	100	# Of Men's Recovery beds:	817	798	748
State Network of Houses:	150	144	137	Total Number of Recovery beds:	1,115	1,076	1,017
Average Age:	42 Years	39 Years	41 Years	Residents Participating in this survey:	726	703	623
Age Range:	19-72 Years	18-69 Years	18-74 Years	Rent Per Group Per Month [Ave]; [range \$1,200 to \$3,500]	\$1,355	\$1,375	\$1,380
Cost Per Person Per Week: [average]: [range \$85 - \$135]	\$102	\$105	\$105	Average Years of Education:	13 Yrs	12.45	13 Yrs
Percent Military Veterans:	11%	13%	16%	Average Monthly Earnings:	\$1,346	\$1,199	\$1,228
Percent Addicted to Only Alcohol:	37%	36%	37%	Residents Working on date of survey: <sup>1</sup>	81%	72%	67%
Percent Addicted To Drugs or Drugs and Alcohol:	43%	52%	63%	Residents Receiving SSI/Disability Benefits/Unemployment:	10%		
Race –				Marital Status –			
White;	59%	55%	57%	Never Married	44%	47.9%	49 %
Black;	37%	42%	41%	Separated	14%	11.4%	13 %
Hispanic;	3%	3.6%	2%	Divorced	36%	32.4%	30 %
Other [Native American]	.06%			Married	4%	5.4%	5 %
				Widowed	2%	2.9%	3 %
Prior Homelessness:	62%	71%	58%	Average Number of Previous Attempts for Sobriety:	5	6	5
Average Time Homeless:	5 Mos.	9Mos.	8 Mos.	Percent Expelled for Relapse: <sup>2</sup>	>10%	>10%	>10%
Prior Jail:	78%	83%	80%	Percent Going To weekly Counseling plus AA or NA:	35%	33%	50%
Average Jail Time:	21 Mos.	19 Mos.	18 Mos.	Average AA or NA Meetings Attended Per Week:	4.4	5.2	5.4
Average Length of Sobriety of House Residents:	16 Mos.	15 Mos.	20 Mos.	Average Number of Applicants For Each Vacant Bed:	+4.0	+3.4	+4.0
Average Length of Stay In An Oxford House:	11 Mos.	10 Mos.	9 Mos.	Percent of Residents finding Oxford House Very Important to Them:	95%	96%	97%
Annual Number of individuals served: [Based on a 2.1 bed turnover rate]	2342	2257	2136	Percent of Residents that would Recommend Oxford House to Others:	97%	94%	96%

<sup>1</sup> Dates vary slightly because surveys were completed over a six-week period but basically for 2010 date was 11/30/2010; for 2011 the date was 6/30/2011 and for 2012 the date was 6/30/12. Note that house data [number and number of recovery beds is current as of 9/30/11.

<sup>2</sup> For "the percent expelled for relapse" calculations are based on averaging actual number of relapses per month divided into the number of residents served for that month for that fiscal year.[information derived from monthly activity data report]

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**SECTION V**

**A Detailed Program Budget And List Of Expenditures, Including All Positions Funded And Funding Sources.**

Below Figure 7, is the Oxford House, Inc. approved Budget for fiscal year FY'11-12:

<b>Contractor: Oxford House Inc.</b>	<b>SFY 11-12</b>
<b>Contract #</b>	<b>Total</b>
<b>Description: Residential Housing Services</b>	<b>Program Costs</b>
<b>Personnel</b>	
1) Salary/Wages/Benefits	\$233,888
2) Professional Services	\$11,499
<b>3) Total Personnel Services</b>	<b>\$245,387</b>
<b>Supplies and Materials</b>	
4) Office Supplies and Materials	\$4,750
5) Computer Supplies & Software	
6) Janitorial Supplies	
7) Educational/Medical Supplies	
<b>8) Total Supplies and Materials</b>	<b>\$4,750</b>
<b>Operational Expenses</b>	
10) Travel	\$77,234
11) Board Member Expense (Travel, Per Diem)	
12) Communications (Telephone, Postage, etc.)	\$18,527
13) Utilities	
14) Printing and Binding	\$3,102
15) Repair and Maintenance	
16) Computer Services (Accting, Payroll, etc.)	
17) Employee Training	
18) Advertising	
<b>19) Total Operational Expenses</b>	<b>\$98,863</b>
<b>Fixed Charges and Expenses</b>	
20) Office Rent (Land, Buildings, etc.)	
21) Furniture Rental	
22) Equipment Rental (Phone, Computer, etc.)	
23) Dues and Subscriptions	
24) Insurance and Bond	\$1,000
<b>25) Total Fixed Charges &amp; Other Expenses</b>	<b>\$1,000</b>
<b>Capital Outlay</b>	
26) Office Furniture	
27) Computer Equipment	
<b>28) Total Capital Outlay</b>	
29) Subcontract	
<b>30) Total Subcontracts</b>	
<b>31) Total Purchases of Services Costs</b>	
<b>32) Total of Direct Costs</b>	<b>\$350,000</b>
<b>33) Indirect Costs</b>	
<b>34) Total Budgeted Expenditures</b>	<b>\$350,000</b>

Oxford House, Inc. Mandatory Reporting  
Per House Bill 950, Session Law 2012-1042  
For Year FY'11 – FY'12

Budget Narrative: July 1, 2011 – June 30, 2012

**Personnel Services Total \$233,888**

**1) Salary/Wages/Benefits**

\$10,650 This is figured at \$1,775 each per 6 new houses and covers wages and benefits paid to the staff of the Corporate Office in Silver Spring, MD who provide technical assistance to individual house residents who want clarification on specific house issues, clarification on their rights as house members, helping field Coordinators plan workshops, provide training for field coordinators, process information for permanent charters to houses and chapters, coordinate with state officials, field coordinators, treatment providers as to location of houses and the need for expansion and long-term maintenance of existing houses.

\$12,000 - Covers a portion of salaries and wages for Corporate Office staff in Silver Spring, MD to manage the State Revolving Long Fund-PL100-690 that includes processing the applications, reviewing leases, collection of loan payments and filing monthly financial and statistical reports. (This is not based upon individual FTEs, but is an estimated cost for the above tasks).

\$211,238 - Includes wages and benefits for state staff as described in the table below. Benefits of \$37,238 include FICA (7.65%) at \$11,017, health insurance at \$24,000, unemployment insurance (.30%) at \$432, Workers Comprehensive Insurance (.27%) at \$389, and Futa as \$1,400.

Figure 8 below is the Personnel Salary and Benefits Chart:

Name	Salary	Full-Time Salary	Benefits	Totals	FICA @ 7.65%	Health Insurance	Unemployment Insurance @ .30%	Workers Comp. Insurance @ .27%	Futa
State Coordinator	\$45,000	\$45,000	\$10,050	\$55,050	\$3,443	\$6,000	\$135	\$122	\$350
Outreach Person #1	\$36,000	\$42,000	\$9,309	\$45,309	\$2,754	\$6,000	\$108	\$97	\$350
Outreach Person #2	\$30,000	\$30,000	\$8,816	\$38,816	\$2,295	\$6,000	\$90	\$81	\$350
Outreach Person #3	\$33,000	\$34,500	\$9,063	\$42,063	\$2,525	\$6,000	\$99	\$89	\$350
Criminal Justice Outreach	\$15,000	\$15,000		\$15,000					
Outreach Contract	\$15,000	\$15,000		\$15,000					

**Oxford House, Inc. Mandatory Reporting**  
**Per House Bill 950, Session Law 2012-1042**  
**For Year FY'11 – FY'12**

treatment providers, correctional facilities and other agencies that may have a need for Oxford Houses. The State Coordinator also serves as liaison between the houses and communities where Oxford Houses exist to insure a good neighborly relationship. The State Coordinator, in conjunction with the Oxford Corporate Office staff, works with local officials to make sure Oxford Houses are located within the guidelines of the communities. One full-time outreach worker is employed as the Criminal Justice Outreach Worker, whose responsibilities include: presenting Oxford House orientation seminars at various Department of Corrections Facilities to educate individuals on the Oxford House model and the value of Oxford House living; mentoring re-entry individuals (a minimum of ten) by arranging for house interviews, assisting them in getting established in an Oxford House, providing assistance with obtaining necessary services to ensure their success; and keeping detailed records of each individual entering Oxford House from the Corrections system. They report to the State Coordinator.

**Professional Services Total \$11,499**

**2) Professional Services**

\$4,650 (\$775 per house) to cover as-needed activities such as lawsuits, public relations, research and evaluation, negotiating grant proposals, etc.

\$3,600 (\$600 per house) to cover bookkeeping activities such as processing time and expense reports for field coordinators and other outreach personnel to insure proper reimbursement and also to insure proper data entry for billing and accurate audit and accounting.

\$3,249 - Covers most of the cost of preparing financial data for annual financial report to the state agency.

**Supplies and Materials Total \$4,750**

**4) Office Supplies and Materials \$4,750**

This covers manuals for houses and chapters, supplies for charters, house business forms etc., coupon books and materials for start up kits for new houses and miscellaneous materials necessary to operate the state office.

**Operational Expenses Total \$98,863**

**10) Travel \$77,234**

This includes cost for staff to attend house/chapter/state workshops, meetings with community leaders, state agency officials concerning contracts and expansion etc. Mileage is \$75,848 and is derive by computing the actual number of miles driven by the state staff (101,923 miles), plus the anticipated travel of one additional full-time staff with additional travel of increased salary of part-time staff (49,773 miles) made full-time this fiscal year and multiplying that figure by \$.50/mile. Overage in mileage/travel expense is covered by Oxford House Corporate Office's "unrestricted donation fund".

Travel covers costs for State Coordinator, the three Field Technicians, and the full-time Criminal Justice Outreach Workers and non-paid technical assistants in locating new houses, assisting existing houses in finding new locations, when needed and travel around the state for conferences, workshops and presentations to treatment providers and other interested agencies. Also includes cost of travel to and from individual Oxford Houses to provide technical assistance. Meals and lodging costs for travel to Annual staff training held for two days in Silver Spring, MD in March 2012. (Out-of-state reimbursement for the five state staff estimated for two days \$1,155.50).

Oxford House, Inc. Mandatory Reporting  
Per House Bill 950, Session Law 2012-1042  
For Year FY'11 - FY'12

Reimbursement for travel for subsistence and lodging will comply with State travel policy established rates.

**12) Communications (Telephone, postage, etc.) \$18,527**

This includes cost for a toll free telephone line for houses to call for information, materials, etc.; postage for current house lists and phone numbers for houses, treatment providers; the telephone/fax and postage cost of the Revolving Loan Fund Managers to communicate with the houses and/or individuals applying for new loans including: a toll-free telephone service; a toll-free facsimile service [particularly needed because each self-run house has only local telephone service to avoid problems of individuals running up big bills]; mailings of coupon books to loan recipients, mailing of information to groups inquiring about the revolving loan fund and mailing of monthly financial statements. Each house has local phone service only but the central office with its toll-free numbers services as a way to connect field personnel and residents of houses within the state. The State Coordinator has a phone and fax line set up in order for the houses to have 24 hour access.

**14) Printing and Binding \$3,102**

Covers the cost of copying and printing monthly financial statements and statistical reports, reminder notices to groups with outstanding loans, manuals and pamphlets, forms, etc.

**Fixed Charges and Other Expenses Total \$1,000**

**24) INSURANCE AND BOND - \$1,000** - Covers the cost of liability and dishonest insurance for Oxford House employees working in and with the state.

**32) Total of Direct Costs - \$350,000**

**34) Total Budgeted Expenditures - \$350,000**



Oxford House, Inc. Mandatory Reporting  
Per House Bill 950, Session Law 2012-1042  
For Year FY'11 – FY'12

**SECTION VI**

The Source And Amount Of Any Matching Funds Received By The Entity

This section does not applicable to the Oxford House, Inc. contract.

**Oxford House, Inc. Mandatory Reporting  
Per House Bill 950, Session Law 2012-1042  
For Year FY'11 – FY'12**

**Attachments:**

- Oxford House Annual Report
- North Carolina Oxford House Activity Report dated June 30, 2012
- An introduction to the North Carolina Oxford House Program
- FSR Final June 30, 2012 Expenditures



# An Introduction To The North Carolina Oxford House Program



**Oxford House Ilford  
Charlotte, NC  
Est. July 2007**



# An Introduction to the North Carolina Oxford House Program

## **Mission Statement**

Oxford House, Inc. exists to educate individuals and private and public entities in the benefits of the Oxford House concept of group homes for recovering substance abusers. It allocates all resources, including grant funds, property donations, and available personnel, to replicate democratically self-run and self-supported Oxford Houses to assist in the recovery of substance abusers.

## **Size of the Oxford House Program in North Carolina**

As of June 2012 there are 150 Oxford Houses in the State of North Carolina.

Total Number Of Houses	150
Total Number Of Beds	1115
Houses For Men	109
Houses For Women	38
Houses For Women And Children	2

- Houses Are Located In 24 Counties
- Capacity Is Expanding At An Average Of Eight Houses Per Year.
- The First Two Oxford Houses Opened 1991, in Durham & Asheville, NC.
- The Most Recent Oxford House Open Greenville, NC March Of 2012.

Capacity is expanding at an average of eight houses per year.  
First two Oxford Houses opened 1991, Durham, NC & Asheville, NC  
Most recent Oxford House open Charlotte, NC June of 2012

Oxford House is an important housing resource for individuals in recovery in the State of North Carolina. Houses are peer run, independent, and organized to support recovery. The success of the model is based on adherence to the three basic principles of immediate expulsion of relapsers, being run democratically by the residents and financial self-support. The Oxford House Model is listed in the National Registry of Evidence-Based Programs and Practices- More information is available <http://nrepp.samhsa.gov/ViewIntervention.aspx?id=223> . We have enjoyed great success since 1991, with the support of the North Carolina Department of Health and Human Services MH/DD/SAS Section.

## **Basics of Oxford House**

The first Oxford House started in 1975 in the Washington D.C. area. That one Oxford House has grown to over 1550 Oxford Houses in 44 states, and internationally in Australia, Ghana and Canada today. Growth of the model accelerated in 1989 when Congress passed PL 100-690. The statute incorporated the basics of the peer run housing into legislation that provided funding for recovering individuals to borrow money to rent a house. Under the legislation, each state received a one-time amount of \$100,000 to establish a revolving loan fund for startup of peer run housing.

The revolving fund loan is an important tool for housing start ups because most recovering individuals do not have financial resources when they are coming out of treatment. The loan (up

# An Introduction to the North Carolina Oxford House Program

to \$4,000) is used to cover costs such first month rent, rental deposits, and utility hookups. Houses repay the loans over a 24-month period.

As soon as the houses began to expand nationwide, cities began trying to enforce local zoning laws relating to numbers of unrelated people living together in one house. In its defense, Oxford House began using the 1988 Fair Housing Amendments administered by HUD to fight these suits. Under the Federal Fair Housing Act, recovering addicts are considered handicapped and zoning laws may not treat unrelated individuals differently from families.

North Carolina Oxford House Staff:			
Chief Operating Officer	Kathleen Gibson	919.395.8206	<a href="mailto:kathleen.gibson@oxfordhouse.org">kathleen.gibson@oxfordhouse.org</a>
Regional Outreach Manager	John Fox	919.395.8192	<a href="mailto:john.fox@oxfordhouse.org">john.fox@oxfordhouse.org</a>
Outreach Services Rep.	Greg Folino	704.207.6137	<a href="mailto:greg.folino@oxfordhouse.org">greg.folino@oxfordhouse.org</a>
Outreach Services Rep. – Re-entry Specialist	Kurtis Taylor	919.247.7831	<a href="mailto:kurtis.taylor@oxfordhouse.org">kurtis.taylor@oxfordhouse.org</a>
Outreach Services Rep.	Misty Wilkins	919.520.5793	<a href="mailto:misty.wilkins@oxfordhouse.org">misty.wilkins@oxfordhouse.org</a>
Outreach Services Rep.	Keith Gibson	919.673.1042	<a href="mailto:keith.gibson@oxfordhouse.org">keith.gibson@oxfordhouse.org</a>
Outreach Services Rep.	Matt Diedrich	803.984.5347	<a href="mailto:matt.diedrich@oxfordhouse.org">matt.diedrich@oxfordhouse.org</a>
Special Projects	Paula Harrington	919.616.3020	<a href="mailto:paula.harrington@oxfordhouse.org">paula.harrington@oxfordhouse.org</a>
Women's Resource Coordinator (Wake County)	Karen McKinnon-Sutton	919.812.8282	<a href="mailto:karen.sutton@oxfordhouse.org">karen.sutton@oxfordhouse.org</a>

## Oxford Houses Are Based On Three Basic Principles:

- Houses are peer run.

The engine that runs the house is the weekly house meeting where each member gets a vote on issues affecting the house. The meetings cover all aspects of house business such as: the payment of bills, approval of purchases, chore assignments, and response to disruptive behavior. Members elect officers who serve for six-month terms. The weekly meetings provide each resident with a feeling of empowerment as they participate in the running of the house and a sense of community with other residents.

- Houses are self-supporting.

The residents share the total expenses for the house. Rents vary from \$360 to \$450 per month depending on the community and the underlying rental cost of the house. An individual's share of the cost includes rent, utilities, cable, food staples, cleaning supplies, revolving fund loan repayment, dues, and other expenses. The only items not covered in the weekly rent are each individual's groceries.

- There is a zero a tolerance policy toward relapse.

People are asked to leave if they use alcohol or drugs. This is an important policy as experience has shown that relapse spreads quickly in a house if it is tolerated, and it begins to affect the norms for the house. However, individuals who have relapsed are encouraged to seek

# An Introduction to the North Carolina Oxford House Program

treatment and re-apply after a return to sobriety.

## **Other Facts About Oxford Houses**

- Houses interview prospective residents and then house members vote on admission. An 80% yes vote is required to accept a new resident. A house vote is the only method of admission once a house is established.
- Seven to ten people live in a house. Seven is the minimum number for a viable house due to economics. A house with seven or more members has a financial cushion while smaller houses begin to run into financial difficulties with every vacant bed. Often new members come directly from treatment and have no resources.
- House residents are expected to participate in a recovery programs in the community.
- In North Carolina Oxford Houses are chartered with Oxford House Inc., the national non-profit organization. When houses are opened they receive a manual that provides all the information needed to operate a house. Included are job descriptions for house officers, how to maintain a bookkeeping systems, how to run meetings, the philosophy of the model, and other topics. Experienced members of other houses and outreach staff also mentor the new house.
- Oxford Houses are good neighbors. There is an emphasis on maintenance of properties to the neighborhood norm. Houses are located in good neighborhoods in the belief that addicts do better if they don't return to a using environment. Living in good neighborhood sets a different standard.
- Because everyone is different in the amount of time they need to become comfortable with sobriety, residents can live in an Oxford House as long as they feel a need. In North Carolina, the average length of stay for residents is 13 to 15 months. There are currently individuals who have resided in houses for ten or more years.
- Oxford Houses are rented on the open market. Oxford Houses are good deal for owners as the rental agreement can be indefinite without breaks in occupancy. Some houses have been rented in North Carolina for fourteen years and a number of owners have purchased houses specifically for use as Oxford House rentals.
- Some Oxford Houses have closed. The typical reasons for closure are owner re-occupancy, sale of the property, excessive rent levels, lack of maintenance by an owner, and a poor location that contributes to high vacancy levels. It is rare, but occasionally a house is closed because it hasn't functioned well over a period of time.
- When three or more houses are in an area, they begin organizing locally into Oxford House Chapters. Each house elects a representative to the chapter. The chapter is the most important source of peer support to individual houses. There are currently 19 Chapters North Carolina. Chapter functions include; monthly meetings, assistance to individual houses, occasional financial support to a house, opening new houses, audits of houses when needed, promotion with treatment agencies, and social events.
- The North Carolina Oxford House State Association (NCOHSA) is another level of peer support to chapters and houses. The NCOHSA is made up of a representative of each chapter and alumni. The functions are similar to chapter functions. The NCOHSA can respond to a chapter or a house experiencing difficulty, can make

# An Introduction to the North Carolina Oxford House Program

loans or grant to a chapter, and helps to plan and support training events.

- Referrals to Oxford Houses originate from a variety of sources including treatment agencies, 12 step support groups, Drug Courts, VA Hospitals, Correctional Facilities other agendas, and word of mouth.
- Potential Residents should call houses directly to set up interviews.

## **Counselor Pre-Screening:**

Substance abuse counselors are the primary source of referrals to Oxford Houses. Getting a workable match between the individual and the Oxford House is important, as residents who are disruptive and not serious about recovery can cause serious problems for a house. Counselors can be a big help if they take the time to pre-screen potential referrals. The following criteria are afforded for use.

- Is the individual willing and able to live in a shared housing arrangement? Has the individual shown reasonable behavior in an in-patient setting?
- Has the individual thought about his/her own recovery and is he/she determined for recovery?
- Does the individual have a recovery plan when he/she finishes treatment?

For more information visit the North Carolina State Oxford House website at [www.oxfordhousenc.org](http://www.oxfordhousenc.org) or the national website at [www.oxfordhouse.org](http://www.oxfordhouse.org).

For more information on the International Oxford House movement call 1-800-689-6411.

**North Carolina Oxford Houses**  
**House Activity Report**  
**Jun-12**

Total Houses	150
Men's Houses	109
Women's Houses	38
Women and Children	3

Total Beds	1115
Men's Beds	817
Women's Beds	292
Children Beds	6



HOUSE NAME	PHONE	CITY	M/F	NO# BED	NO# RES	VAC	LEAVING HOUSE		VOL	RELAPSE	OTHER	TOTAL
							NO# APP	NO # ADM				
ASHEBORO	336/625-3752	ASHEBORO	M	7	4	3	2	1	0	1	1	2
COX	336/633-3993	ASHEBORO	M	6	2	4	3	1	1	0	0	1
MAIN STREET	336/625-5059	ASHEBORO	M	6	2	4	3	2	1	1	1	3
ASHEVILLE	828/254-2768	ASHEVILLE	M	7	6	1	3	1	0	0	1	1
AURORA II	828/424-7471	ASHEVILLE	M	7	6	1	4	2	1	1	0	2
CHURCH STREET	828/258-1560	ASHEVILLE	W	9	8	1	1	1	1	0	0	1
EUCLID	828/350-0720	ASHEVILLE	M	6	5	1	2	2	0	0	1	1
ROUND TOP	828/274-1375	ASHEVILLE	M	6	6	0	2	2	0	0	1	1
STATE STREET	828/252-1481	ASHEVILLE	M	8	5	3	1	1	1	0	0	1
WYOMING	828/254-1001	ASHEVILLE	W	8	6	2	4	2	0	0	1	1
CARRBORO	919/370-4327	CARRBORO	M	8	8	0	1	1	0	0	0	0
WEATHERHILL	919/537-8049	CARRBORO	W	6	4	2	0	0	0	0	0	0
CARY	919/651-9603	CARY	M	8	8	0	0	0	0	0	0	0
OAKRIDGE	919/468-9306	CARY	M	9	8	1	2	1	0	1	0	1
POND	919/651-9456	CARY	W	8	7	1	2	2	2	0	0	2
CAROLINA AVENUE	919/370-4380	CHAPEL HILL	W	7	5	2	1	1	0	2	0	2
CEDAR HILL	919/370-3350	CHAPEL HILL	W	8	4	4	1	1	1	0	0	1
CHRISTOPHER	919/537-8785	CHAPEL HILL	M	8	7	1	1	0	0	0	0	0
COVINGTON	919/251-9078	CHAPEL HILL	W	6	4	2	0	0	0	0	1	1
DALEY	919/370-3193	CHAPEL HILL	M	9	5	4	5	4	1	1	0	2
FRANKLIN STREET	919/370-3518	CHAPEL HILL	W	7	6	1	2	2	0	1	0	1
HOMESTEAD	919/370-4263	CHAPEL HILL	M	7	7	0	4	4	0	0	0	0
KINGS MILL ROAD	919/370-3021	CHAPEL HILL	M	8	7	1	2	2	0	0	0	0
MORGAN CREEK	919/240-4313	CHAPEL HILL	M	10	10	0	0	0	0	0	0	0
STATESIDE	919/240-5147	CHAPEL HILL	W	8	5	3	2	2	0	2	0	2
SWANN	919/537-8384	CHAPEL HILL	W	6	5	1	2	2	0	1	1	2
WILLOW	919/370-7548	CHAPEL HILL	M	8	8	0	2	2	0	0	1	1
BLUFF WOOD COVE	704/972-8497	CHARLOTTE	M	6	3	3	1	1	1	0	0	1
CARRIAGE	704/532-9022	CHARLOTTE	M	6	5	1	1	1	0	0	0	0
CEDARWILD	704/719-4518	CHARLOTTE	M	7	6	1	0	0	0	0	0	0
DINGLEWOOD	704/332-8311	CHARLOTTE	M	6	6	0	5	3	1	0	0	1
FLDDBROOK	704/405-7907	CHARLOTTE	M	6	6	0	0	0	0	1	3	4
FOLKSTON DRIVE	704/568-2007	CHARLOTTE	M	6	5	1	0	0	0	0	0	0
HAVENWOOD	704/719-1936	CHARLOTTE	M	7	6	1	1	1	0	0	0	0
HYDE PARK	704/900-8179	CHARLOTTE	M	7	6	1	1	1	0	0	1	1
IDLEBROOK	704/719-1144	CHARLOTTE	M	7	3	4	1	1	0	2	0	2
ILFORD	704/531-1458	CHARLOTTE	W	8	4	4	0	0	0	0	0	0
MAYRIDGE	704/537-8700	CHARLOTTE	W	6	5	1	3	1	0	1	0	1
PIEDMONT	980/233-8863	CHARLOTTE	M	6	4	2	3	2	1	1	1	3
SHAMROCK	704/344-1525	CHARLOTTE	W	6	3	3	3	1	0	1	0	1
SHARMECK	704/207-6137	CHARLOTTE	M	6	2	4	2	2	0	0	0	0
SHARON-AMITY	704/900-7024	CHARLOTTE	W	8	5	3	1	1	0	0	1	1
SPRAY	704/719-4290	CHARLOTTE	M	7	5	2	2	2	0	1	0	1
STILLWELL OAKS	704/537-2668	CHARLOTTE	M	7	4	3	1	1	0	0	0	0
SUDBERRY	704/910-0898	CHARLOTTE	W	8	5	3	2	2	0	0	1	1
WYANOKE	980/406-3559	CHARLOTTE	M	6	5	1	1	2	0	0	0	0
DUNN	910/292-3059	DUNN	M	7	7	0	3	3	0	0	0	0
AMHURST ROAD	919/237-3401	DURHAM	W	9	8	1	3	2	1	0	0	1
DRIVER	919/767-4919	DURHAM	M	9	7	2	2	2	1	0	0	1
DURHAM	919/425-1929	DURHAM	M	9	8	1	3	3	1	0	0	1

HOUSE NAME	PHONE	CITY	M/F	NO# BED	NO# RES	VAC	LEAVING HOUSE		VOL	RELAPSE	OTHER	TOTAL
							NO# APP	NO # ADM				
FERRIS	919/237-2667	DURHAM	W	7	4	3	0	0	0	0	1	1
GARDENVIEW	919/251-9831	DURHAM	W	7	4	3	0	0	0	1	0	1
GUESS ROAD	919/765-5481	DURHAM	M	8	6	2	2	1	0	1	0	1
MAYNARD	919/294-6598	DURHAM	M	6	5	1	1	1	0	0	0	0
MORRENE ROAD	919/767-0099	DURHAM	M	10	6	4	3	3	0	1	0	1
PEACE STREET	919/381-6647	DURHAM	M	9	6	3	0	0	0	0	0	0
SHIRLEY STREET	919/768-0308	DURHAM	M	11	6	5	1	1	0	0	0	0
SPAULDING	919/381-4931	DURHAM	M	7	3	4	2	2	1	1	0	2
STADIUM	919/767-0081	DURHAM	W	7	4	3	3	1	1	1	0	2
TRIANGLE	919/767-5956	DURHAM	W	7	6	1	2	2	0	0	0	0
CYPRESS ROAD	910/433-9123	FAYETTEVILLE	W	6	2	4	2	0	1	0	1	2
ELDER	910/425-8221	FAYETTEVILLE	M	6	4	2	3	1	2	3	0	5
HAYMOUNT	910/778-8109	FAYETTEVILLE	M	6	6	0	3	2	1	0	0	1
RAEFORD ROAD	910/568/5199	FAYETTEVILLE	M	6	4	2	2	1	0	0	1	1
SPRUCE	910/483-2745	FAYETTEVILLE	M	6	4	2	4	3	0	1	0	1
STEDMAN	910/323/1273	FAYETTEVILLE	M	6	4	2	2	1	0	0	0	0
GARNER	919/329-0325	GARNER	M	8	4	4	2	1	0	1	1	2
FAITH	704/671-4376	GASTONIA	M	8	5	3	0	0	0	0	0	0
GOLDSBORO	919/583-8441	GOLDSBORO	M	10	5	5	3	3	0	0	0	0
MULBERRY	919/735-1241	GOLDSBORO	W	6	3	3	1	1	0	3	0	3
ALAMANCE	336/437-8212	GRAHAM	M	8	4	4	2	1	0	2	1	3
AYCOCK	336/370-0070	GREENSBORO	M	8	6	2	2	2	1	0	1	2
AZALEA	336/617/6032	GREENSBORO	M	6	5	1	0	0	1	0	0	1
FAWN	336/285/9083	GREENSBORO	M	7	4	3	4	3	0	2	0	2
FLEMING	336/285/9012	GREENSBORO	M	7	6	1	1	1	0	0	0	0
FONTAINE	336/547-9407	GREENSBORO	W	7	7	0	2	2	0	0	0	0
GLEN HAVEN	336/676-5516	GREENSBORO	M	6	2	4	3	2	1	2	0	3
HARVARD	336/285-9073	GREENSBORO	M	8	7	1	1	1	0	1	0	1
IRVING PARK	336/676-4096	GREENSBORO	M	8	7	1	3	3	0	2	0	2
MADRE	336/275-7216	GREENSBORO	M	7	6	1	3	2	1	0	1	2
MENDEN HALL	336/272-6674	GREENSBORO	M	7	4	3	2	1	0	0	0	0
MOREHEAD	336/370-0900	GREENSBORO	M	8	8	0	1	1	0	0	0	0
ONSLOW	336/632-0901	GREENSBORO	M	7	5	2	1	1	1	0	0	1
REPON	336/547-6008	GREENSBORO	M	7	5	2	2	2	1	2	0	3
SPICEWOOD	336/617-4451	GREENSBORO	W	7	7	0	7	5	0	1	4	5
VANDALIA	336/855-7868	GREENSBORO	M	7	3	4	3	2	1	0	1	2
WALKER	336/230-2128	GREENSBORO	M	7	4	3	3	2	2	0	0	2
WESTHAVEN	336/547-0778	GREENSBORO	W	7	4	3	2	1	1	0	0	1
CHARLES STREET	252/364-8965	GREENVILLE	M	8	6	2	3	3	2	0	0	2
DELLWOOD	252/830-6700	GREENVILLE	M	8	7	1	2	2	2	0	0	2
EAST WESTWOOD	252/329/0200	GREENVILLE	W	7	3	4	3	3	1	0	0	1
EASTWOOD	252/413-0835	GREENVILLE	W	8	6	2	4	3	0	1	0	1
EVANS	252/752-3976	GREENVILLE	W	7	6	1	2	2	0	0	0	0
GLENWOOD II	252/321-2029	GREENVILLE	M	7	6	1	6	6	3	0	0	3
GREENVILLE	252/756-1616	GREENVILLE	M	8	7	1	1	1	0	0	0	0
MEMORIAL DRIVE	252/439-8528	GREENVILLE	M	6	3	3	2	1	0	1	1	2
RED BANKS	252/565-5245	GREENVILLE	M	8	6	2	4	3	0	0	0	0
HENDERSON	252/430-8679	HENDERSON	M	10	7	3	3	0	0	0	0	0
YOUNG	252/572-4530	HENDERSON	M	9	9	0	3	1	0	0	0	0
GRACE	828/855-1427	HICKORY	M	7	4	3	2	1	1	1	0	2

LEAVING HOUSE

HOUSE NAME	PHONE	CITY	M/F	NO# BED	NO# RES	VAC	NO# APP	NO # ADM	VOL	RELAPSE	OTHER	TOTAL
VIEWMONT	828/855-1016	HICKORY	W	8	6	2	2	1	0	0	1	1
ZMAURA WAY	828/855-3964	HICKORY	M	9	6	3	0	0	0	0	0	0
HAYWORTH	336/307-3259	HIGH POINT	W	6	3	3	2	2	1	0	1	2
HIGH POINT	336/307-2123	HIGH POINT	M	7	6	1	1	0	0	0	0	0
LEXINGTON AVE.	336/307-3348	HIGH POINT	W	6	2	4	2	2	1	0	1	2
OLD WINSTON RD.	336/307-3811	HIGH POINT	M	8	7	1	4	4	0	0	1	1
PARKWAY	336/289-5132	HIGH POINT	M	8	8	0	1	1	0	0	0	0
OCEAN ACRES	252/207/0524	KILL DEVILS HILL	M	8	6	2	2	2	1	2	0	3
SEA BREEZE	252/715-1242	KILL DEVILS HILL	W	7	7	0	3	3	0	0	0	0
SOUNDSIDE	252/441-8874	KILL DEVILS HILL	M	7	6	1	2	1	0	1	0	1
MORGANTON	828/437-2795	MORGANTON	M	6	4	2	2	2	0	2	0	2
ARROWWOOD	919/838-9939	RALEIGH	M	9	7	2	0	0	0	0	1	1
BATTLE RIDGE	919/326-8824	RALEIGH	M	4	4	0	0	0	0	0	0	0
BRENTWOOD	919/876-9260	RALEIGH	W	9	8	1	1	1	0	0	1	1
BRINKLEY	919/981-6523	RALEIGH	M	9	9	0	3	3	0	0	0	0
CROSSLINK	919/755-0603	RALEIGH	M	9	7	2	1	0	1	0	0	1
FIRELIGHT	919/834-8139	RALEIGH	M	9	7	2	3	4	0	1	0	1
HEARTH	919/875-9656	RALEIGH	M	8	8	0	0	0	0	0	0	0
HOLLY DRIVE	919/844-3543	RALEIGH	W	7	7	0	2	2	0	0	0	0
JONES FRANKLIN	919/900-8538	RALEIGH	M	10	10	0	4	3	2	1	0	3
LORIMER	919/851-1756	RALEIGH	M	9	8	1	1	0	0	0	0	0
MORDECAI	919/325-9753	RALEIGH	M	9	9	0	2	1	1	0	0	1
NEW BERN	919/803-4939	RALEIGH	M	7	5	2	3	2	1	1	0	2
NEW HOPE	919/322-0011	RALEIGH	M	9	8	1	5	5	3	1	0	4
NORTH HILLS	919/844-8311	RALEIGH	W	9	9	0	3	3	2	0	0	2
NORTH RALEIGH	919/784-8611	RALEIGH	M	9	8	1	6	4	1	0	1	2
PINECREST	919/873-1655	RALEIGH	M	9	9	0	2	1	0	0	0	0
QUAIL HOLLOW	919/247-7831	RALEIGH	M	8	3	5	3	3	0	0	0	0
STEEDS RUNS	919/803-1046	RALEIGH	W	8	8	0	1	1	1	0	0	1
STOCKTON	919/322-0685	RALEIGH	W	8	8	0	6	3	2	0	1	3
VAN THOMAS	919/803-5547	RALEIGH	W	8	8	0	4	2	1	0	0	1
WIMBLETON	919/781-6505	RALEIGH	M	6	6	0	2	2	0	0	2	2
ROXBORO	336/599-1721	ROXBORO	M	8	4	4	2	2	1	0	0	1
JACKSON WAY	704/762-9800	SALISBURY	W	9	6	3	2	2	1	0	0	1
SALISBURY	704/212-2493	SALISBURY	M	11	6	5	4	3	0	1	1	2
SMITHFIELD	919/209-0042	SMITHFIELD	M	8	3	5	2	0	1	0	2	3
BOST	704/380-4143	STATESVILLE	M	8	5	3	2	2	1	0	0	1
CHEROKEE	828/497-5717	WHITTER	M	6	5	1	0	0	1	0	0	1
CAMDEN CIRCLE	910/763-4487	WILMINGTON	M	8	7	1	1	1	2	0	0	2
COVIL	910/452-5703	WILMINGTON	M	6	5	1	4	2	0	1	0	1
SMITH CREEK	910/792-6030	WILMINGTON	M	7	7	0	0	0	0	0	0	0
BISCAYNE	336/293-8350	WINSTON-SALEM	M	7	4	3	1	1	1	0	0	1
BREWER	336/293-7453	WINSTON-SALEM	M	7	5	2	3	3	0	1	1	2
HEMLOCK	336/245-3539	WINSTON-SALEM	M	6	3	3	1	1	0	0	1	1
KINGHILL	336/725-5338	WINSTON-SALEM	W	6	4	2	1	1	2	1	0	3
LYNDHURST	336/722-3366	WINSTON-SALEM	M	6	5	1	2	1	1	1	0	2
NEW FOUNDATION	336/306-3109	WINSTON-SALEM	M	7	6	1	3	1	0	1	0	1
RENOLDA	336/923-5460	WINSTON-SALEM	M	8	8	0	2	2	2	0	0	2
SHATTALON	336/765-2401	WINSTON-SALEM	W	7	6	1	5	5	2	1	0	3
WESTMORE	336/765-2401	WINSTON-SALEM	M	7	6	1	2	2	0	1	1	2
				1115	843	272	314	240	73	63	45	181
				NO# BED	NO# RES	VAC	NO# APP	NO # ADM	VOL	RELAPSE	OTHER	TOTAL

## FINANCIAL STATUS REPORT

N.C. Department of Health and Human Services  
 Division of Mental Health, Developmental Disabilities and Substance Abuse Services  
 Request for Reimbursement

1) Project: Residential Housing Services	5) Contract #: 2079
2) Organization Name: Oxford House, Inc.	6) Contract Period: July 1, 2011 - June 30, 2012
3) Mailing Address: 1010 Wayne Ave., Suite 300 Silver Spring, MD 20910	7) Contact Person: Leann Watkins
	8) Telephone # 301-587-2916
	9) Total Amount Requested (Item 24):
4) Final Report: Y Amended Report: Y	10) Period covered by this request From: 06/1/12 To: 06/30/12

Expenditure Category	A. Approved Budget	B. Previously Reported Expenditures	C. Current Period Expenditures	D. Year to Date Expenditures (Column A, line C)	E. Unexpended Balance (Column A, line C)	F. Monthly Match Expenditures	G. Year to Date Match Expenditures
11) Total Personnel Costs	245,387.00	245,387.00		245,387.00			
12) Total Supplies and Materials	4,750.00	4,750.00		4,750.00			
13) Total Current Obligations	98,863.00	98,863.00		98,863.00			
14) Total Fixed Charges & Other Expenses	1,000.00	1,000.00		1,000.00			
15) Total Capital Outlay							
16) Total Grants and Contracts							
17) Total Purchase of Services Costs							
18) Indirect Costs							
19) TOTALS	\$350,000.00	\$350,000.00		\$350,000.00			
20) PROGRAM INCOME							
21) NET TOTAL (Line 19 minus line 20)	\$350,000.00	\$350,000.00		\$350,000.00			

## COMPUTATION OF CASH REQUIREMENTS

22) Total Cash Received and Requested to Date	24) Total Cash Payment Requested (Line 22 minus Line 23)
23) Total Year to Date Expenditures (Column D, line 21) \$350,000.00	25) MINIMUM REQUIRED MATCH FOR TOTAL EXPENDITURES

## CERTIFICATION:

As chief executive officer or designee of the recipient organization, under penalties of perjury I hereby certify that the cost or units billed for reimbursement on the above Request For Reimbursement were incurred or delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

26) Authorized Contractor Signature &amp; Title: \_\_\_\_\_

Date: \_\_\_\_\_

27) DMH/DD/SAS Section Approval &amp; Title: \_\_\_\_\_

Date: \_\_\_\_\_

28) DMH/DD/SAS Contract Office Approval: \_\_\_\_\_

Date: \_\_\_\_\_



**North Carolina Department of Health and Human Services  
Division of Mental Health, Developmental Disabilities and Substance Abuse Services**

3001 Mail Service Center • Raleigh, North Carolina 27699-3001

Tel 919-733-7011 • Fax 919-508-0951


Beverly Eaves Perdue, Governor  
Albert A. Delia, Acting Secretary

Jim Jarrard, Acting Director

October 29, 2012

**MEMORANDUM**

**TO: DMH/DD/SAS Non Profit Contractors**

**FROM: William J. Scott, Jr., Section Chief**   
**RRM/DMH/DD/SAS**

**RE: Mandatory Reporting by House Bill 950, Session Law 2012-142**

Per **House Bill 950, Session Law 2012-142**, the North Carolina Department of Health and Human Services (DHHS) shall require non-state entities receiving direct state appropriations to submit under Section 10.19.(b) a report to include the following information about the fiscal year preceding the year in which the report is due:

- 1) The entity's mission, purpose, and governance structure.
- 2) A description of the types of programs, services, and activities funded by State appropriations.
- 3) Statistical and demographical information on the number of persons served by these programs, services, and activities, including the counties in which services are provided.
- 4) Outcome measures that demonstrate the impact and effectiveness of the programs, services, and activities.
- 5) A detailed program budget and list of expenditures, including all positions funded and funding sources.
- 6) The source and amount of any matching funds received by the entity.

All requested information above must be data from state fiscal year 2012 (July 1, 2011-June 30, 2012) and is due to DMH/DD/SAS Financial Operations (see contact information below) with a copy to your DMH/DD/SAS Contract Administrator on **Friday, November 16, 2012**, by close of business. The Division will compile and forward the requested documentation to the Joint Legislative Oversight Committee on Health and Human Services, the Senate Appropriations Committee on Health and Human Services, the House of Representatives Appropriations Subcommittee on Health and Human Services, and the Fiscal Research Division.

Please direct all inquiries to your DMH/DD/SAS Contract Administrator. Thank you for your time and cooperation in this matter.

**Requested information should be submitted to:**

Location: 325 N. Salisbury Street • Albemarle Building • Raleigh, N.C. 27603  
An Equal Opportunity / Affirmative Action Employer



**DMH/DD/SAS Financial Operations**  
**Jalaine Moore, Contract Manager**  
**3013 Mail Service Center**  
**Raleigh, NC 27699-3013**  
or  
**325 N. Salisbury Street**  
**Raleigh, NC 27603**  
**jalaine.moore@dhhs.nc.gov**

cc: Rachel Noell, Contract Administrator CPM  
Mya Williams, Contract Administrator CPM  
Renee Rader, Contract Administrator CPM  
Sandy Ellsworth, Contract Administrator CPM  
Angela Harper, Contract Administrator CPM  
Janice White, Contract Administrator CPM  
Walt Caison, Team Leader CPM  
Janice Petersen, Team Leader CPM  
Flo Stein, Chief CPM  
Katrina Blount, Contract Manager Financial Operations  
Jalaine Moore, Contract Manager Financial Operations

