# **Mental health reforms funding quick guide**

Information about reporting and acquitting the funding schools receive under mental health reform programs.

## **Why is this guide useful?**

It helps schools navigate the multiple new funding streams related to mental health, including:

* identifying relevant SRP Guide references for each initiative
* how to pay new and existing staff salaries in [**eduPay**](https://edupay.eduweb.vic.gov.au/)
* how to report cash transactions in [**CASES21**](https://edugate.eduweb.vic.gov.au/Services/bussys/cases21/Pages/Home.aspx)**.**

| Schools Mental Health Fund | **Mental Health in Primary Schools**(MHiPS) | Mental Health Practitioners initiative (MHPi) |
| --- | --- | --- |
| Funding acquittals required: Yes | Funding acquittals required: **Yes** | Funding acquittals required: **No** |
| MH Funding that all schools receive under this initiative can be used on **programs, services or staff** from the [**Menu**](https://www.education.vic.gov.au/school/teachers/health/mentalhealth/mental-health-menu/Pages/Menu.aspx)**.** The MH Fund appears under ‘targeted initiatives’ in the SRP Guide reference 139. Funding is allocated as credit (70%) and cash (30%).**Reporting school-level credit transactions** School-based salaries and wages for existing or new staff members that are funded from Schools Mental Health Fund school-level funding must be reported against the eduPay **project code 245005** titled **Schools Mental Health Fund**.**Reporting cash transactions**All cash transactions funded through the Schools Mental Health Fund must be reported against CASES21 **sub‑program code 5230**, titled **Mental Health Fund**.* [**Fund and Menu Instructions**](https://www.education.vic.gov.au/PAL/schools-mental-health-fund-instructions-for-reporting-expenditure.docx)
 | Primary school campuses (including specialist schools and P-12 schools) are funded to employ a teacher-qualified Mental Health and Wellbeing Leader (MHWL). The MHiPS funding appears under ‘targeted Initiatives’ in the SRP Guide, reference 130. 100% credit (no cash component). Salary expenditure for your MHWL must be reported against eduPay **project code 245006** titled **Mental Health in Primary Schools.** * [**MHiPS Instructions**](https://www.education.vic.gov.au/PAL/MHWL-instructions-for-reporting-expenditure.docx)
* [**MHWL Position Description**](https://www.education.vic.gov.au/PAL/sample-MHWL-position-description.docx)
 | Secondary and specialist schools with secondary-aged enrolments are funded to employ a qualified Mental Health Practitioner (MHP).MHPi funding for **secondary schools** is under ‘Core Student Learning Allocation Funding’ in the SRP (reference 119).MHPi funding for **specialist schools** is under ‘targeted initiatives’ in the SRP (reference 131). Funding is allocated as 94% credit (salaries) and 6% cash (for non-salary expenses e.g., equipment, resources, training). * [**MHPi resources**](https://www.vic.gov.au/mental-health-practitioners-secondary-and-specialist-schools)
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