

The Center at Sierra Health Foundation Health Equity in Access: Behavioral Health Recovery Services Project (Hear Us) Phase 2 Request for Applications Review Webinar will begin soon!

- If you have audio issues using computer speakers, join the audio by phone:
 1. Dial: 1-669-900-6833
 2. Meeting ID: 897 9313 4461
 3. Passcode: 472447
- All participants are muted.
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August 30, 2023



THE CENTER
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Welcome to the Behavioral Health Recovery Services Project (Hear Us) Phase 2 Request for Applications Review Webinar

August 30, 2023

Our BHRSP Team



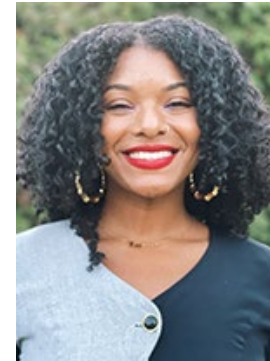
Matt Curtis

Managing Director, Health
Equity and Access



Nilda Valmores

Senior Program Officer



Danielle Claybon

Program Associate



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Today's Agenda

- **Program Background**
- **The Funding Opportunity**
- **How to Apply**
- **How to be Competitive**



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The Center Background

- Launched in 2012
- Brings people, ideas and infrastructure together to create positive change in California
- Dedicated to health and racial equity
- The Behavioral Health Recovery Services Project is managed by The Center under contract with the California Department of Health Care Services (DHCS)



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BEHAVIORAL HEALTH **RECOVERY SERVICES PROJECT**

The Behavioral Health Recovery Services Project is part of DHCS's larger statewide initiative: The Behavioral Health Response and Rescue Project. Learn more at:

<https://www.dhcs.ca.gov/services/MH/Pages/The-Behavioral-Health-Response-and-Rescue-Project.aspx>



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BEHAVIORAL HEALTH **RECOVERY SERVICES PROJECT**

The Center serves as the administrative entity for the Behavioral Health Recovery Services Project and will award subrecipient agreements to organizations across California that provide behavioral health recovery services to individuals experiencing **severe mental illness (SMI)**, **serious emotional disturbance (SED)** and **substance use disorder (SUD)**. The Center will provide administrative support and technical assistance to these organizations throughout the agreement period.



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BEHAVIORAL HEALTH **RECOVERY SERVICES PROJECT**

This project's overarching goal is **to increase the number and quality of culturally responsive behavioral health recovery services and programs** statewide tailored to local needs, along with **increasing access and utilization** of behavioral health services by underserved communities.



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BEHAVIORAL HEALTH **RECOVERY SERVICES PROJECT**

In 2021: DHCS partnered with The Center for Community and Stakeholder Engagement to address gaps in accessing behavioral health recovery services.

- Stakeholder Engagement: Clear needs identified for communities' access gaps and service support. Limitations in care standards and success measurement also surfaced.
- 2022-2023: 12 partner organizations and 3 focus groups developed a Framework with actionable strategies to enhance recovery services.
- Roadmap Implementation: Phase 2 Funding opportunity supports Phase 1 Roadmap implementation.



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BEHAVIORAL HEALTH **RECOVERY SERVICES PROJECT**

Developing Standards of Care in California, including BIPOC and 2S/LGBTQ+ Communities

This community-driven process will invest in the development of standards of care that build on the SAMHSA guidance for recovery services and address gaps in services and supports. Of particular interest are peer-led programming and consistency with a focus on higher quality care for those engaged in recovery services with traditionally underserved populations including Black, Indigenous, People of Color (BIPOC) and the 2S/LGBTQ+ communities in the state.



HEALTH EQUITY IN ACCESS TO BEHAVIORAL HEALTH RECOVERY SERVICES (HEAR US) PHASE 2

REQUEST FOR APPLICATIONS

AUGUST 2023

Funding Opportunity Overview



The Center at Sierra Health Foundation is an independent 501(c)(3) nonprofit organization bringing people, ideas, and infrastructure together to create a collective impact that reduces health disparities and improves community health for the underserved living in California. For information about The Center, visit www.shfcenter.org.

The Behavioral Health Recovery Services Project is part of the California Department of Health Care Services (DHCS) Behavioral Health Response and Rescue Project, which aims to increase access and utilization to behavioral health care for all Californians. This funding opportunity is provided by DHCS in partnership with The Center at Sierra Health Foundation.



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The Funding Opportunity

With DHCS' support and direction, the Center designed the HEAR US project in collaboration with Health Management Associates to engage in BIPOC, 2S/LGBTQ+, and people with lived disabilities communities to help improve access and utilization of behavioral health recovery services for their respective communities.



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The Funding Opportunity

- Grant award amount:

Direct Services:

\$150,000 minimum and \$1,000,000 maximum

Local Systems Change:

\$150,000 minimum and \$250,000 maximum

- The award term is 18 months, from December 2023 to July 30, 2025



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The Funding Opportunity

This funding opportunity in Phase 2 will support the implementation of the Framework created in Phase 1 of this project. Funded projects must contribute to one or more of the five identified key recommendations of the Roadmap:

- **Culturally Responsive** Services and Systems
- **Low-Barrier** Access to Services
- Integrated **Peer Support** Across the Recovery Continuum
- **Harm Reduction** Approaches to Drug Use and Recovery
- Addressing the Needs of the **Whole Person**



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Scope of Work

Successful proposals must intend to use this funding to implement projects that support the Framework focus areas. These projects can be categorized as **outreach and education, direct services, or policy/sustainability programs** around the five focus areas of the Roadmap



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Scope of Work : 5 focus areas

1. By creating programs that are **culturally responsive, services and systems** will increase equitable access to recovery services by designing systems, services, and workforce with the communities to meet community needs.
2. By providing **low-barrier access to services**, programs can improve access to recovery-oriented services that are unique to communities. Each of these models may look different in different communities.
3. By **integrating peer support across the recovery continuum**, programs can ensure equitable access to long-term recovery treatment, and provide opportunities to engage people and provide support beyond treatment.



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Scope of Work

4. By using the **harm reduction approach**, programs can be designed to meet people where they are in their recovery. This will build trust and relationships through harm-reduction strategies. This will strengthen equitable access to treatment and recovery support.
5. By creating programs that link and support health-related social needs such as housing, food, and employment, **the needs of the whole person will be addressed** to positively impact the person's recovery.



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Scope of Work

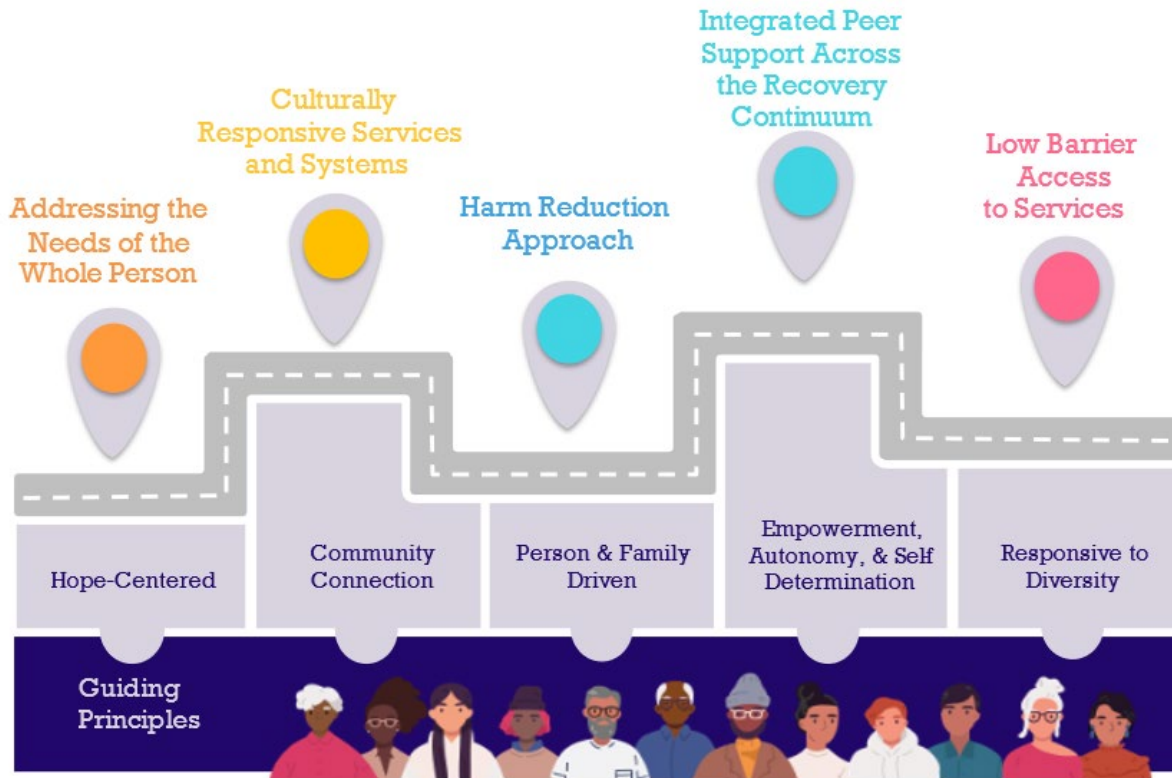
Grant Categories	
Recovery services and education \$1,000,000 maximum	Will focus on providing behavioral health recovery services with a strong grounding in racial and health equity. May include individual and group counseling, creating peer support programs, staff training, developing culturally responsive care and providing other improved services for BIPOC, 2S/LGBTQ, people with disabilities, and other communities with inequitable access to appropriate behavioral health recovery care. Projects awarded in this category will seek to document and uplift improvements in the promotion and delivery of behavioral health services, especially as reflected in the approaches and strategies outlined in the Appendix E and F.
Local sustainability and systems change \$250,000 maximum	Will focus on creating systems change to promote the financial and programmatic sustainability of behavioral health recovery services for BIPOC, 2S/LGBTQ+, people with disabilities, and other communities with inequitable access to behavioral health recovery care. May include, for example, work to build or expand local or regional coalitions; coordinate resources across government, the healthcare system, and community-based organizations; development of policies and procedures that promote a health equity approach to behavioral health recovery services; or implementation of training programs for behavioral health providers. Projects awarded in this grant category will demonstrate a commitment to meaningful involvement of BIPOC, 2S/LGBTQ+, or people with disabilities in the design of services that affect them and a substantial track record of serving one or more of these populations.



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Roadmap

The Roadmap to Improve Access and Equity for Communities in Recovery





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Qualified Candidates

HEAR US Phase 2 is an open invitation.

Qualified organizations should demonstrate:

- Deep understanding of recovery-oriented behavioral health services needed in their racial, ethnic, cultural, and/or geographic area of California.
- Commitment and experience in providing culturally relevant services and addressing social inequities.
- Trauma-informed care approach to providing services, using a variety of culturally and linguistically responsive methods.



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Qualified Candidates

- Qualified candidates who have been invited to apply should demonstrate deep understanding of recovery-oriented behavioral health services needed in their racial, ethnic, cultural and/or geographic area of California.
- Candidates also should have experience participating in stakeholder engagement efforts with both providers and consumers using a variety of culturally and linguistically responsive methods.



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Eligibility Criteria

- Provide services in California.
- Located in California and licensed/registered to do business in the State of California.
- Provide services in California.
- Are a 501(c)3 community-based organization, Tribal organization, or a County Behavioral Health Department with established and trusted community relationships. Also open to coalitions of organizations and collaboratives, as long as the backbone organization is an eligible applicant. If an organization is a nonprofit but does not have 501(c)(3) status, they may use a qualifying fiscal sponsor (that meets the other eligibility criteria).
- Must be deeply invested in, engaged, and reflect impacted BIPOC, 2S/LGBTQ+, and people with disabilities, for example, through representation on the board and staff, clients served, and neighborhoods worked in.
- Have a demonstrated history of working with impacted communities.
- Have demonstrated evidence of inclusivity and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation or military status in any of its activities or operations.
- Must take innovative approaches to program implementation and commit to all grant requirements, including the evaluation.



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This project may fund:

- Innovative programming to support people's recovery from substance use disorder, serious mental illness, or serious emotional disturbance by increasing access to evidence-based care and treatment, and services tailored to the cultural and other needs of Black, Indigenous, and other People of Color, Two-Spirit and LGBTQ+ people, and people with disabilities.
- Culturally rooted and healing-centered activities like traditional healing practices (sweat lodges, smudging, pipe ceremonies,) culturally specific therapies (acupuncture, acupressure, drumming, singing, and dancing), peer support programs that are culturally responsive, partner and local organizations and traditional healers to provide integrated care.
- Peer worker training and certification e.g., certification programs for peer support specialists and recovery coaches to ensure they have the necessary skills, stay up to date on the latest research and best practices, and increase work with diverse populations.



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This program may fund:

- Increasing and expanding the use of county agencies' funds from the Mental Health Services Act and state Innovation Funds to promote locally and culturally informed efforts to address mental health, behavioral health, and substance use including:
 - a) The development of local recovery community support institutions.
 - b) The creation of strategies and educational campaigns, trainings, and events to reduce recovery-related stigma and discrimination at the local level.
 - c) Expansion of evidence-based recovery models for Serious Mental Illness (SMI), Serious emotional Disturbance (SED), and Substance Use Disorder (SUD); the provision SMI, SED, and SUD recovery resources and support system navigation.



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This program may fund:

- Increasing and expanding the use of county agencies' funds from the Mental Health Services Act and state Innovation Funds to promote locally and culturally informed efforts to address mental health, behavioral health, and substance use including:
 - d) Improved accessibility of peer recovery support services that support diverse populations.
 - e) Collaboration and coordination with local private and non-profit clinical health care providers, the faith community, city, county, state and federal public health agencies, and criminal justice response efforts in expanding recovery services.
 - f) Developing sustainably funded behavioral health recovery programs within the newer CalAIM and Drug Medi-Cal ODS programs.



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This program may fund:

- Personnel for program/services and for participating in monthly sessions with The Center and for planning, implementing, and reporting on listening sessions and/or focus groups.
- Translation/interpretation services.
- Meeting space and facilitation services.
- Travel for in-person sessions and or client transportation.
- Technology and technology access (e.g., laptops, webcams, zoom account).
- Outreach and awareness of educational materials development and distribution.



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This program may fund:

- Non-cash incentives for program participants to attract and retain them in the service or prevention program. For certain types of engagement, a maximum cash value of \$30 for incentives per engagement is allowable. The non-cash incentives can include items such as gift cards, bus passes, prizes, food, and outreach items such as pencils, t-shirts, etc., containing program identification.



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Duration of HEAR US phase 1

The duration of phase 2 is December 2023 through July 2025. Due to federal restrictions, carry-over of funds is not allowable. Any funds not used by July 31, 2025, will be forfeited or must be returned.



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What We Will Not Fund Through This Funding Opportunity

- Debt retirement
- Operational deficits
- Partisan activities
- Religious organizations for explicitly religious activities
- Activities that exclusively benefit the members of sectarian or religious organizations
- Expenses incurred after the project period or prepaid expenses beyond the project period.
- Organizations that are not public or private nonprofit

Award Amount

The HEAR US Phase 1 funding awards are up to \$100,000 for activities from November 14, 2022, to July 31, 2023.

Recovery Services and Education: \$150,000 minimum \$1,000,000 maximum

Local Sustainability and Systems Change: \$150,000 minimum \$250,000 maximum



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If Awarded: Responsive Payment Schedule

- Three payments (50%, 40%, and 10%)
- Specific payment amounts will be determined through the proposed budget and in collaboration with awarded partners



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If Awarded: Reporting and Data Requirements

Partners will be required to submit interim progress toward the grant goal, as well as challenges and reflections on the grant work with The Center staff and/or partners during partner convenings and/or funder site visits or calls. Additionally, funded organizations are required to submit a detailed financial report and a final narrative report summarizing major activities, explaining outcomes and learnings, and include any learning products within 30 days of the project's end. Additional detail on reporting requirements will be included in the award agreement with The Center.

Reporting dates: To be determined



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Questions?



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Behavioral Health Recovery Services (Hear Us) Phase 2 *Application Process*



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Grants Portal

<https://sierrahealth.tfaforms.net/105>

Account not required

☐ Save my progress and resume later | [Resume a previously saved form](#)



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Applicant Information

(IRS qualifying organization; use legal name as registered with the IRS)

Organization Name *

Street *

City *



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Grants Portal

<https://sierrahealth.tfaforms.net/105>

Tip: Save your progress

☒ Save my progress and resume later | [Resume a previously saved form](#)

Resume Later


In order to be able to resume this form later, please enter your email and choose a password.

Your Email:

A Password:

Confirm Password:

[Save](#)



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Applicant Information

(IRS qualifying organization; use legal name as registered with the IRS)



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Application

Applicant Information

Organization Contact Information

Organization Name *

Street Address *

City *

State/Province *

Provide the two letter state or territory abbreviation.

Zip/Postal Code *

County (choose other if not in CA) *

Phone *

Website/URL (optional)

Facebook

Twitter

LinkedIn



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Application

Applicant Information

Organization Financial Information

Organization Tax ID # *

Legal entity: Please select the closest option for legal entity from the options below. This should match what the organization wrote in question 3 on the W-9: *

Please select...



Does the applicant organization have an annual financial audit? *

☐ Yes ☐ No

Is this organization a nonprofit or public agency? *

☐ Nonprofit
☐ Public agency

Does your organization have a Unique Entity Id? *

☐ Yes ☐ No

Organization Status – Does the organization have 501(c)(3) nonprofit status with the IRS. *

☐ Yes. Organization has 501 (c) (3) nonprofit status with the IRS.
☐ No. Organization does not have 501 (c) (3) nonprofit status with the IRS.
☐ Unsure. Organization is unsure if it has 501 (c) (3) nonprofit status with the IRS.

What is your annual budget amount? *

\$



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Application

Applicant Information

CEO/Director of the Organization

The CEO/Director should be associated with the qualifying organization above.

First Name *

Last Name *

Title *

CEO / Director

Email *

Office Phone *

Phone Extension

Would you like to provide contact information for a Financial Contact associated with the qualifying organization? *

☐ Yes ☐ No

SPONSORED ENTITY INFORMATION

Is the project sponsored by the applicant organization?

A fiscal sponsor is an organization that applies on behalf of an entity or group that does not have legal standing with the IRS.

☐ Yes ☒ No



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Application

Applicant Information

Application Contact Information

Choose one of the previously entered contacts to be the Primary Application Contact. Or enter an additional contact. This person will be contacted if there are questions or updates regarding the application. *

Please select...



Project Contact Information

Choose one of the previously entered contacts to be the Primary Project Contact. Or enter an additional contact. This person will be contacted if there are questions or updates regarding the project. *

Please select...



Evaluation/Data Contact

Point of contact responsible for data questions for your project.

Would you like to add a data contact to you application? *

☐ Yes

☐ No

Additional Contact 1

Would you like to add an additional contact to your application? *

☐ Yes

☐ No



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Application

Project Information

- PROJECT OVERVIEW

Project Description

Name of Project (20 words or less) *

Brief Purpose of Project Briefly describe the proposed services and who will be served. The description must start with "To." (100 words or less) *

To

Project Start Date

November 1, 2023

Project End Date

July 31, 2025

Amount Requested *

\$

Add text to say a maximum amount and any requirements if they ask for specific amounts of money.

Application

Project Geography [able to choose multiple]

Project Geography

Please estimate in percentages the county or counties where the work will take place. The total must add up to 100%; please adjust accordingly.

Alameda *

 %

Alpine *

 %

Amador *

 %

Butte *

 %

Calaveras *

 %

Colusa *

 %

Contra Costa *

 %

Del Norte *

 %

El Dorado *

 %

Fresno *

 %

Glenn *

 %

Humboldt *

 %

Imperial *

 %

Inyo *

 %

Kern *

 %

Kings *

 %

Lake *

 %

Lassen *

 %

Los Angeles *

 %

Madera *

 %

Marin *

 %

Mariposa *

 %

Mendocino *

 %

Merced *

 %

Application

Project Geography [able to choose multiple]

San Diego *	San Francisco *	San Joaquin *
<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %
San Luis Obispo *	San Mateo *	Santa Barbara *
<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %
Santa Clara *	Santa Cruz *	Shasta *
<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %
Sierra *	Siskiyou *	Solano *
<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %
Sonoma *	Stanislaus *	Sutter *
<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %
Tehama *	Trinity *	Tulare *
<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %
Tuolumne *	Ventura *	Yolo *
<input type="text" value="0"/> %	<input type="text" value="0"/> %	<input type="text" value="0"/> %
Yuba *		
<input type="text" value="0"/> %		
Total Geography Percentage:		
<input type="text" value="0"/>		
Total must equal 100%. Please adjust accordingly.		

Application

Population to be served [able to choose multiple]

– Project Race and Ethnic Group

Estimate in percentages the race and ethnic groups that will be affected (Total must add up to 100).

American Indian and Alaska Native (e.g., Navajo Nation, Blackfeet Tribe, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, etc.): *

%

Asian-American (e.g., East Asian, South Asian, Southeast Asian, or Asian American, etc.): *

%

Black or African American (e.g., African American, Nigerian, Ethiopian, Somali, Afro Caribbean or Afro Latinx, etc.): *

%

Hispanic or Latino (e.g., Mexican or Mexican American, Puerto Rican, Cuban, Salvadoran, Dominican, Columbian, another country of Latin America or Spanish origin, etc.): *

%

Middle Eastern or North African (e.g., Lebanese, Iranian, Egyptian, Syrian, Moroccan, Algerian, etc.): *

%

Pacific Islander (e.g., Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, Marshallese, etc.): *

%

White (e.g., German, Irish, English, Italian, Polish, French, etc.): *

%

Multi-racial/Multi-ethnic: *

%

Another race ethnicity, or origin not on the list: *

%

Total Percentage of Race and Ethnicity

%

Total must equal 100%. Please adjust accordingly.

Application

Project Age Group [able to choose multiple]

- Project Age Group

Estimate in percentages the age groups that will be affected (Total must add up to 100).

Under 5 *

 %

5 - 9 *

 %

10 - 14 *

 %

15 - 19 *

 %

20 - 24 *

 %

25 - 54 *

 %

55+ *

 %

Total Percentage of Age

 %

Total of Age Groups must equal 100%. Please adjust accordingly.

Application

HEAR US Actionable Strategies

HEAR US Phase 2 Questions

Please indicate the TYPE of GRANT request: *

- ☐ HEAR US Recovery Services and Education: \$150,000-\$1,000,000
- ☐ HEAR US Local Sustainability and Systems Change: \$150,00-\$250,000

Applicants should only request what is needed and will be utilized within the grant period.

HEAR US Actionable Strategies

Actionable Strategies to Improve Access and Equity for Communities in Recovery

Check the strategies involved in your proposed grant or where you would like to build your organization's capacity. You must select at least one from any section.

Culturally Responsive Services & Systems

- ☐ Workforce Diversity Efforts Workforce Trainings
- ☐ Delivery of Culturally Responsive Programs/Care
- ☐ Family-Based Models
- ☐ Community-based Models
- ☐ Gender Affirming Care
- ☐ Multi-sectoral Collaboration Platforms
- ☐ Facilitating Community Co-Creation and Leadership Processes
- ☐ Support for Organizational Capacity Building
- ☐ Support data collection & quality improvement
- ☐ Anti-Stigma Efforts
- ☐ Designed for Specific Community Needs

Low Barrier Access to Services

- ☐ Treatment on Demand
- ☐ Walk in Clinics
- ☐ Mobile Crisis
- ☐ Telehealth
- ☐ No Wrong Door
- ☐ Flexible Hours
- ☐ One-Stop Shop

Integrated Peer Support Across the Recovery Continuum

- ☐ Pathways for people with lived experience including Employment Support
- ☐ System & Peer Service Quality Standards
- ☐ Consumer-operated models
- ☐ Community Health Workers & Peer Support Services
- ☐ Cross-system collaboration
- ☐ Competitive pay for behavioral health workforce
- ☐ Immediate Connection to Peer Support Services

Harm Reduction Approach

- ☐ Medication Assisted Recovery
- ☐ Housing First
- ☐ Community Outreach and Engagement

Application

HEAR US Actionable Strategies

- ☐ Mobile Crisis
- ☐ Telehealth
- ☐ No Wrong Door
- ☐ Flexible Hours
- ☐ One-Stop Shop

Integrated Peer Support Across the Recovery Continuum

- ☐ Pathways for people with lived experience including Employment Support
- ☐ System & Peer Service Quality Standards
- ☐ Consumer-operated models
- ☐ Community Health Workers & Peer Support Services
- ☐ Cross-system collaboration
- ☐ Competitive pay for behavioral health workforce
- ☐ Immediate Connection to Peer Support Services

Harm Reduction Approach

- ☐ Medication Assisted Recovery
- ☐ Housing First
- ☐ Community Outreach and Engagement

Addressing the Needs of the Whole Person

- ☐ Linkages & supports to health-related social needs such as: Housing, Food & Employr
- ☐ Support Language Accessibility
- ☐ Utilize Trauma-Informed & Person-Centered Care
- ☐ Effective Case Management & Warm Handoffs
- ☐ Aftercare Services
- ☐ Recovery Capital Tracking
- ☐ Family-Based Models of Care

- ☐ Other Strategies

Number of actionable strategies *

0

Please select at least one Actionable Strategy from any of the sections above.



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Application

Questions for Project Narrative

- 1) Organization Description
- 2) Population Description
- 3) Culturally and Linguistically Appropriate Services.
- 4) Use of Funds and Project Activities
- 5) Meeting program goals
- 6) Outcomes:
- 7) Organizational Capacity
- 8) Partnerships
- 9) Technical Assistance



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Attachments



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Application

Required Application Attachments

- Project Work Plan (required)
- Proposed 18-month project Budget and Project Budget Justification (required) – Download The Center’s budget form in the “here” tab of the online application form, fill it in and upload it. Please describe expense line items and what they will support using the available space on the budget form
- Applicant organization’s W-9 (required)
- IRS Determination Letter required)
- Equity Inclusion Levels Chart Analysis (chart) (optional but strongly encouraged)
- Organization Chart (optional but strongly encouraged)



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Project Work Plan



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BHRSP HEAR US Project Work Plan			
1. Goal:			
Objectives (A., B., etc.)	A)		
Project activities that support the identified goal and objectives	Responsible staff/ partners	Timeline	
		Start Date	End Date
a.			
b.			
c.			
Objectives (A., B., etc.)	B)		
Project activities that support the identified goal and objectives	Responsible staff/ partners	Timeline	
		Start Date	End Date
a.			
b.			
c.			
2. Goal:			
Objectives (A., B., etc.)	C)		
Project activities that support the identified goal and objectives	Responsible staff/ partners	Timeline	
		Start Date	End Date
a.			
b.			
c.			
Objectives (A., B., etc.)	D)		
Project activities that support the identified goal and objectives	Responsible staff/ partners	Timeline	
		Start Date	End Date
a.			
b.			
c.			

Helpful Hint: (Also please feel free to add additional pages)

Under Objectives - Create at least one objective per goal using the SMART method, which is an acronym that stands for **Specific, Measurable, Achievable, Realistic, and Timely**.

1. **Specific** - Clearly state what will be done and who will do it (in the Responsible Staff box)
2. **Measurable** - Include specific criteria to measure how a goal/objective will be accomplished – i.e., how many items, how many participating or benefiting, etc.
3. **Achievable** - Make sure your organization can reasonably accomplish the goal/objective given the available resources and time.
4. **Relevant** - Confirm the goal/objective aligns with BHRSP efforts.
5. **Timely** - specify the time when the goal/objective will be completed (in the timeline box provided)



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Proposed Budget



Download The Center’s budget form in the “***Proposed ten-month project Budget***” section of the online application form, fill it in and upload it. Be sure to complete a budget for each year. Each budget will roll up to the total budget spreadsheet.

C53

fx

Please review budget requirements in RFA

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	
The Center Proposed Project Budget HEAR US Phase 2													Start Date: 12/1/2023																				
Name of Organization:													End Date: 6/30/2025																				
Year 1													Year 2			Total			Budget justification/narrative														
Total Project Budget Year 1 12/01/23 - 6/30/24 (7 Months)			Requested from The Center		Other Funding Committed to Project		Total Project Budget Year 2 7/1/24 - 6/30/25 (12 Months)		Requested from The Center		Other Funding Committed to Project		Total Project Budget		Requested from The Center		Other Funding Committed to Project																
I. Personnel																																	
Salaries				FTE																													
1						\$0.00							\$0.00							\$0.00					\$0.00							[provide position title and calculation details]	
2						\$0.00							\$0.00							\$0.00					\$0.00							[provide position title and calculation details]	
3						\$0.00							\$0.00							\$0.00					\$0.00							[provide position title and calculation details]	
4						\$0.00							\$0.00							\$0.00					\$0.00							[provide position title and calculation details]	
5						\$0.00							\$0.00							\$0.00					\$0.00							[provide position title and calculation details]	
6						\$0.00							\$0.00							\$0.00					\$0.00							[provide position title and calculation details]	
7						\$0.00							\$0.00							\$0.00					\$0.00							[provide position title and calculation details]	
8						\$0.00							\$0.00							\$0.00					\$0.00							[provide position title and calculation details]	
Payroll Taxes and Benefits						\$0.00							\$0.00							\$0.00					\$0.00							[describe the basis of calculation]	
Total of Salary and Benefits						\$0.00	\$0.00				\$0.00		\$0.00				\$0.00			\$0.00					\$0.00								
Consultant Fees																																	
1						\$0.00							\$0.00							\$0.00					\$0.00							[Describe the basis of calculation]	
2						\$0.00							\$0.00							\$0.00					\$0.00							[Describe the basis of calculation]	
3						\$0.00							\$0.00							\$0.00					\$0.00							[Describe the basis of calculation]	
4						\$0.00							\$0.00							\$0.00					\$0.00							[Describe the basis of calculation]	
Total Personnel						\$0.00	\$0.00				\$0.00		\$0.00				\$0.00			\$0.00					\$0.00								
II. Other Expenses																																	
Office Supplies						\$0.00							\$0.00								\$0.00					\$0.00							[Describe the basis of calculation]
Postage						\$0.00							\$0.00							\$0.00					\$0.00								[Describe the basis of calculation]

Budget Template



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Budget Justification

- For each line item listed in the Excel Budget Form, list and explain how the funds will be used for the project
- Be specific on how you arrived at the budgeted amounts
- Include full-time equivalents (FTE) for staff
- Identify other funding secured for the proposed activities, if applicable
- Include and describe any in-kind support



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Equity Inclusion Levels Chart Analysis (chart)



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Equity Inclusion Levels					
	1	2	3	4	Score
	Absent	Aware	Emerging	Practicing	
Stakeholder engagement	No input or community engagement from impacted populations	Recognition of but no outreach/communications with impacted populations	Outreach with either formal or informal input channels for impacted populations	Robust outreach with formal and informal input channels for impacted populations	
Geographically accessible services	No focus or intentionality in terms of making services regionally accessible to impacted populations	Has identified locations and services that do not or cannot exist at present	Focused services for addressing regions most impacted by disparities	Widespread and focused services that address regional needs and disparities for impacted populations	
Physical Accessibility**	Not accessible	Limited or inconsistent accessibility accommodations	Consistent accommodations for some accessibility needs	Robust and consistent accommodations for most accessibility needs	
Culturally relevant services	Not aware of barriers to impacted populations	Have identified populations impacted by cultural barriers	Planning for services that reflect the needs and culture of impacted populations	Integrated standardized services that reflect the needs and culture of impacted populations	
Age appropriate services	Unaware of exclusionary practices	Identified nuanced differences of your service population	Developing alternatives to meet age-appropriate needs	Services are age appropriate within legal parameters or accepting of all ages	
Staffing and Leadership	Staff/Leadership does not represent or understand needs of target population.	Identified lack of cultural connection between staff/leadership and serviced population.	Developing standards to ensure staff/leadership reflects and/or understands the service population.	Staff/leadership represents and understands needs of target population. Maintains continuous education on serving impacted population	
Score Legend Absent (6 - 9) Aware (10 – 14) Emerging (15 – 19) Practicing (20 – 24)				Score = Total	



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Questions?



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How to be Competitive



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Selection Criteria

DHCS will select applicants who present the most complete and responsive applications demonstrating the most favorable mix of credentials, potential and cost. . Applications will be reviewed on how well-proposed activities match the intent of the funding opportunity, anticipated overall impact, the strength of the project team and proposal, and the potential for sustainability of efforts after funding ends



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Proposal Writing Tips

- Read and follow application guidelines and instructions
- Verify your organization is eligible
- Answer questions clearly and provide enough detail about the proposed activities so that the reviewers can fully understand your plan
- Clearly explain your proposed project and what change will result from funding



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Proposal Writing Tips

- Check for consistency in the project description, budget narrative and budget line items
- Have someone who is not involved in the project read your draft application and tell you what they think you're applying for
- Review the Attachments Checklist to ensure you have all required documents



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Application Submission Tips

- On a PC: Use Internet Explorer/Microsoft Edge as the web browser for our online grants portal
- On a Mac: Use Safari as the web browser
- Click the “Save my progress and resume later” button if you will not be active in the application for a few minutes
- Submit application before the deadline date
- Write responses to the narrative questions outside of the grants portal, then cut and paste your responses in the appropriate fields
- As you write responses, track your word count



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Checklist

- ✓ Review Application Instructions and Criteria
- ✓ Proposed budget and budget justification completed with The Center's template
- ✓ Applicant organization's W-9
- ✓ Proof of public or private nonprofit organization status
- ✓ Support letter signed by the applicant organization's administrator/executive
- ✓ Project work plan.
- ✓ Most recent audit.
- ✓ Organization chart (optional). Incomplete applications will not be reviewed. Applications received after the above deadline will not be considered.
- ✓ Submitting before 5:00 p.m. Sept. 19, 2023

Timeline

- **Application release**  August 14, 2023
- **Application deadline**  **September 19, 2023, at 5 p.m. (PST)**
- **Review of applications**  September 19- October 10, 2023
- **Award announcement**  November 2023
- **Agreement start date**  December 1, 2023



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Resources Timeline

- **Proposer's Webinar**  **August 23, 2023**
- **Application Office Hours**  **August 31, 2023, 10 a.m. – 11 a.m.**
September 6, 2023, 3:30 – 4:30 p.m.
- **Application Q&A**  **September 8, 2023**
on our website
- **Look for Roadmap report**  Starting next week



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Contacts and Resources

If you have questions, e-mail: centergrants@shfcenter.org

Resources:

- The Center: www.shfcenter.org
- Behavioral Health Recovery Services Program:
<https://www.shfcenter.org/programs-and-initiatives/behavioral-health-recovery-services-project/>
- California Department of Health Care Services (DHCS)
<https://www.dhcs.ca.gov/services/MH/Pages/The-Behavioral-Health-Response-and-Rescue-Project.aspx>.