



Phase B Launch Webinar

Behavioral Health Recruitment and Retention

October 4, 2023 | 12 p.m.-1 p.m. PT



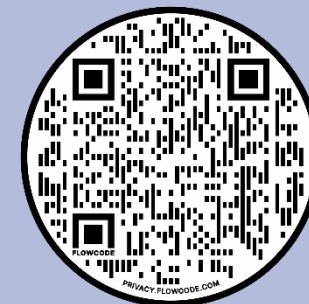
Indigenous Land Acknowledgement

- We respectfully acknowledge that we live and work in territories where indigenous nations and tribal groups are traditional stewards of the land. Our California office resides in Tongva territory.
- Please join us in supporting efforts to affirm tribal sovereignty across what is now known as California and in displaying respect, honor, and gratitude for all indigenous people.

Whose land are you on?

Option 1: Enter your location at [Native Land.CA](https://NativeLand.CA)

Option 2: Access Native Land website via QR Code





Advocates for Human Potential, Inc. (AHP) Behavioral Health Recruitment and Retention (BHRR) Team



Kathleen West
BHWD Project Director



Tammy Bernstein
BHWD Deputy Project Director



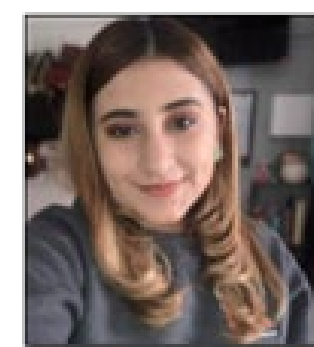
Lorena Nevile
BHRR Deputy Project Director



Cklara Moradian
Lead Grantee Coach



Roxanne Brooks
Grantee Coach



Rosy Larios
Grantee Coach



Cherice Cooley
Operations Specialist



Caitlin Storm
Quality Assurance Coordinator



Kate Cox
BHWD Operations Manager



Kayla Halsey
BHWD Data & Analyses Manager

This project would not be possible without the many amazing people who work in the background but are not on this slide.

AHP Workforce Development (WFD) Subject Matter Expert (SME) Team



Susan Lange
WFD SME &
Program Director



Allen Fowler
WFD SME &
Senior Writer



Kweilin Waller
WFD SME &
Senior Program Manager



Martina Durant
WFD SME &
Senior Program Manager



Sandra Gomez
WFD SME &
Senior Program
Associate



Maurizio Martinez
WFD SME &
Program Associate

Agenda

1. Introduction and Agenda Setting
2. BHRR Project Overview
3. Phase B Overview
4. Modalities of Training and Technical Assistance (TTA) Participation
5. Phase B Training Topics
6. BHRR Attendance Requirements
7. Phase B Implementation Plan
8. Catalog of Federal Domestic Assistance (CFDA) Number
9. Phase B Statement of Work (SOW)
10. Invoices
11. Quarterly Reports and Data Collection
12. BHRR Website
13. Upcoming Events and Important Reminders
14. Q&A



BHRR Grantees

WELCOME to Phase B and CONGRATULATIONS!

81

BHRR-Funded Locations

65

Behavioral Health Organizations

60

Cities

24

Counties

BHRR Awardee Map



Congratulations on your awards!



BHRR Project Overview

The project is designed to do the following:

- Support development of **recruitment and retention** at behavioral health (BH) organizations to help expand California's future behavioral health workforce, specifically in the area of opioid use disorder (OUD) prevention, treatment, and recovery.
- Improve BH organizations' knowledge and implementation of best practices in BH **workforce development** and change management.
- Strengthen the capacity of BH organizations' capacity to effectively **recruit and retain** skilled staff through identification and deployment of specific strategies in their organization.
- Increase the **diversity of the BH workforce** through an array of strategies to better reflect the individuals in need of service.
- Increase BH organizations' **sustainability** and their ability to respond to changing environments by supporting their development of and adherence to longer-term **strategic plans**.

BHRR Phase B Overview

Phase B (Implementation Phase) October 1, 2023-January 31, 2025

- Awarded grantees will receive up to \$300,000 to implement feasible recruitment and retention strategies during this phase.
- Phase B will focus primarily on implementing strategies chosen during Phase A of the BHRR project.
- Grantees will be provided ongoing support and guidance by AHP to successfully implement their chosen strategies.



Modalities of Training and Technical Assistance

TTA will include the following:

Quarterly Learning Collaborative meetings

Coaching calls, webinars, cohort workshops

Support from SMEs on workforce development

Tailored technical assistance (TA) based on grantee requests



PHASE B

Training Topics

- Tips for successful implementation
- Going beyond the D in DEIJB+
 - DEIJB: Diversity, Equity, Inclusion, Justice, and Belonging
- Workplace culture as a retention strategy
- Human resources (HR) improvements for recruiting
- Revisiting benefits to foster retention
- Marketing, branding, and recruitment
- Career paths as workforce development
- Leveraging technology and data
- How workplace wellness = retention

BHRR Attendance Requirements

Per Site	Monthly Webinars	Quarterly Administrative Coaching Calls	Quarterly Learning Collaboratives	Tailored Individual TTA	Workshops	Open Office Hours	1:1 Coaching Calls with GC
Time Commitment	1 hour/month	1 hour/quarter	2.5 hours/quarter	Depends on need	90 minutes/monthly	60-90 minutes/monthly or as needed	1 hour/monthly
Grantee Main POC	Required	Required	Required	As needed	Required	Optional (highly encouraged)	Required
HR and Leadership	Highly encouraged (depending on the topic)	N/A	Highly encouraged (depending on the topic)	As needed	Highly encouraged (depending on their involvement)	Optional (highly encouraged)	Depends on need (highly encouraged)

Phase B Implementation Plan

Behavioral Health Recruitment and Retention (BHRR) GRANTEE IMPLEMENTATION PLAN
For Quarter 2 (10.01.23-12.31.23)

Organization: _____

UNIQUE ID: _____

Contact Name: _____

Contact Email: _____

Reporting Period	Week	Month	Date	SMART Goal Specific (simple, sensible, significant) Measurable (meaningful, motivating) Achievable (agreed, attainable) Relevant (reasonable, realistic, resourced, results-based) Time-bound (time-based, time-limited, timely)	Action Steps Please list the actions you will take in each week to achieve your monthly goals during Q2 only. (This is a space for smaller steps that will help you achieve your goals—these are tasks such as attending events, conducting meetings, filling out forms, creating a team, etc.)	Sustainability How do you plan to sustain the strategy that you are implementing?	Responsible Person(s) In addition to Project Coordinator, who else will be involved to ensure you meet your goals? Use names. (Different people might be involved for different weekly tasks.)	Status Click the cell and use the dropdown arrow to enter the status of the planned action.	Date of Completion Please write when the SMART Goal was completed.	Timeframe and Due Date Indicate the timeframe and/or due date of when this planned action will be completed.	Deliverable This is what you will turn in to AHP.	Notes Is there anything you want your AHP Grantee Coach to know about your goals or tasks?	Grantee Coach Notes Notes from Grantee Coach
Q2: 10/1/23 - 12/31/23	13	4						Not Started					
Q2: 10/1/23 - 12/31/23	14	4						Not Started					
Q2: 10/1/23 - 12/31/23	15	4						Not Started					
Q2: 10/1/23 - 12/31/23	16	4						Not Started					
Q2: 10/1/23 - 12/31/23	17	5						Not Started					
Q2: 10/1/23 - 12/31/23	18	5						Not Started					
Q2: 10/1/23 - 12/31/23	19	5						Not Started					
Q2: 10/1/23 - 12/31/23	20	5						Not Started					
Q2: 10/1/23 - 12/31/23	21	6						Not Started					
Q2: 10/1/23 - 12/31/23	22	6						Not Started					
Q2: 10/1/23 - 12/31/23	23	6						Not Started					
Q2: 10/1/23 - 12/31/23	24	6						Not Started					
Q2: 10/1/23 - 12/31/23	25	6						Not Started					

Deliverables include (not limited to):

- Attending all required events and 1:1 sessions with Grantee Coaches
- Creating SMART Goals and Outcome Measures for Phase B
- Follow approved Implementation Plan and Make progress toward your selected strategies and discuss barriers to success to your GC
- Complete Q2 Data Report
- Submit Q2 Invoices

Events include:

- Webinars
- Administrative Coaching Calls
- Learning Collaboratives
- Cohort Workshops
- 1:1 Coaching Calls
- Optional office hours



CFDA number for the
Behavioral Health Workforce Development (BHWD) grants:
93.959

This is the CFDA number that you will need to give
to your finance department for audit purposes.

SOW Instructions

- Unique ID:
 - Add your organization's name and Unique ID to the top of the SOW.
 - If you have multiple funded sites, please add the specific location and ID.
 - One SOW will be required for each funded site.
- Equipment:
 - In the first section about equipment, provide an estimate and list all the necessary equipment.
 - The yellow section is an example and should be replaced with your own estimate.
 - Finally, include the total cost for this section on the right side.
- Deliverable:
 - In the Deliverable section, all required deliverables are pre-filled and should not be changed or deleted.
 - Add the total in the amount column per quarter.
 - You may divide the award amount in any way that works for you, and it does not need to be equally divided among quarters.



Invoices

- For Quarter 2 (Q2), the quarterly report and invoices are due by 01/15/2024 using the template provided. You may not invoice until the end of the quarter.
- Phase B contract must be executed prior to organizations sending invoices for Q2.
- Please submit the quarter deliverable invoice to ap2@ahpnet.com. Please reach out to your GC for additional guidance.

Invoices FAQ



Do we invoice our actual expenses on the “Activities/Deliverables” section, or the total amount listed on the SOW in the contract?



Can the funds designated for equipment roll over to the next quarter if we don't use as much as we anticipated?



Is invoicing only quarterly? Can they be submitted on a monthly basis?



When will we get our check?

Quarterly Reports and Data Collection



Quarterly Reports and Data Collection

- Quarterly reports are **mandatory** for grantees.
- Quarterly reports are due **15 days** after the end of the reporting quarter.
- AHP must receive the quarterly reports **prior** to approving invoices.





BHRR Website

BHWD HUB

BHRR Portal

Log-ins

Upcoming Events and Important Reminders

Phase B TTA – Quarter 2 of BHRR							
Q	M	Week 1	Week 2	Week 3	Week 4	Week 5	Total Hours of Live grantee attendance/month
2	4 October	BHRR Phase B Launch Webinar (1 hour) 10/04/23 12 noon - 1pm	Q1 report is due Q1 invoice is due 10/15/23	OPTIONAL CALAIM TA Marketplace info session 10/17/23 11am-12:30pm			1 hour + 1:1 with Grantee Coaches (GCs) & Subject Matter Experts (SMEs) as needed
2	5 November		Webinar - Helpful tips for successful implementation (1 hour) 11/08/23 12noon -1pm	Cohort Workshop- Working On Deliverables (1.5 hours) 11/14/23 11am-12:30pm			2.5 hours + 1:1 with Grantee Coaches (GCs) & Subject Matter Experts (SMEs) as needed
2	6 December		Learning Collaborative-Fundamentals DEJB+ (2.5 hours) 12/05/23 OR 12/06/23 10am-12:30pm <i>depending on region</i>		BHRR Admin Coaching Call (1 hour) 12/20/23 12 noon -1pm		3.5 hours + 1:1 with Grantee Coaches (GCs) & Subject Matter Experts (SMEs) as needed

Note: This document is a tentative plan and is subject to change. You will receive notification about changes to this [plan in advance](#) via email and through communication from your Grantee Coach. Please refer to this plan for a general guideline of what to expect in the first quarter of Phase B (quarter 2 of BHRR).]

Questions?

Please enter questions in the Q&A box, contact your grantee coach, and/or send them to CA_BHRR@ahpnet.com





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Thank you!

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