



BRINGING RECOVERY SUPPORTS TO SCALE
Technical Assistance Center Strategy (BRSS TACS)

Application for BRSS TACS PRO/RCO Capacity Building Opportunity

*** Note: Application Deadline Extended to March 3, 2017 ***

Overview

The Substance Abuse and Mental Health Services Administration (SAMHSA) and the Bringing Recovery Supports to Scale Technical Assistance Center Strategy (BRSS TACS) initiative are pleased to announce the **Capacity Building Opportunity**, an intensive technical assistance (TA) opportunity for peer-run organizations (PROs), recovery community organizations (RCOs), and family-run organizations. This intensive TA will be provided between April - September 2017.

Participation will be determined through a review conducted by SAMHSA representatives to identify intensive TA needs that are not addressed by any other source, a balance of mental health and substance use disorder recovery organizations, as well as geographic diversity across the Public Health Service Public Health Regions.

Below is information about the purpose of this TA, eligibility requirements, instructions on how to apply and the online application, which includes both demographic and narrative questions. We estimate it will take you 1-2 hours to complete the application.

You must answer all required questions **at the same time** to have a complete application. You may also obtain a PDF copy of the [Capacity Building Opportunity instructions and the application](#). We recommend that you compose answers to narrative questions offline, then copy and paste your answers here.

Final answers must be submitted online, through this Survey Monkey application, by March 3, 2017.

Please contact BRSS TACS with any questions at 781-247-1711 or BRSS TACSCapacityBuilding@center4si.com.

Benefits

This opportunity will offer access to national experts and support to help expand your organization's knowledge, expertise, sustainability, and capacity to carry out its mission. It also provides opportunities to connect with and learn from other PRO/RCO/family-run organizations facing similar challenges. The intensive TA will support the implementation and sustainment of activities to engage peer leaders from mental health and substance use communities and assist in the achievement of state implementation plans to expand recovery support efforts.

Purpose

The BRSS TACS Capacity Building Opportunity will offer sustained, individualized consultation, training, and peer-to-peer support for up to 25 PROs/RCOs over the course of a 6-month period. National experts may offer virtual and on-site training and technical assistance, learning communities, webinars, products, and guidance on specific topics of interest to organizations that are committed to developing their own capacity in one of five areas:

1. Partnering With State Systems to Advance Recovery: TA will assist PROs/RCOs to better partner with state, territorial, or tribal behavioral health systems to advance recovery and integrate peers.
2. Advancing the Peer and Family Support Workforce: TA will support PROs/RCOs as they continue to build and support the peer and family support workforce.
3. Building Capacity to Support Peer and Family Services: TA will assist PROs/RCOs to build their organizational capacity to enhance their ability to provide peer and family support services to assist people in recovery reach their self-identified goals for wellness, housing, educational/employment, and social connection.
4. Sustaining Recovery in Educational Settings: TA will support PROs/RCOs to develop and sustain recovery programs in educational settings.
5. Supporting Re-entry: TA will support PROs/RCOs to address re-entry challenges experienced by individuals in or seeking recovery who are transitioning from criminal justice or institutional settings to life in the community.

Summary of TA Opportunities

Area of Focus	Partnering with State Systems to Advance Recovery	Building the Peer Support Workforce	Building Capacity to Support Peer Services	Sustaining Recovery in Educational Settings	Supporting Re-entry
TA Provided	<p>Collaboration and partnership development to advance recovery principles</p> <p>Leadership development</p> <p>Advocacy skills</p> <p>Developing recovery support services</p> <p>Developing Medicaid billable services</p> <p>Sustainability</p>	<p>Strengthen the capacity of PROs/RCOs to partner with state entities to achieve an integrated workforce</p> <p>Increase and support peers in the behavioral health workforce</p> <p>Address and explore wage and compensation gaps</p> <p>Support organization to develop an Action Plan with objectives, action steps, and outcome measures for a concrete action related to partnering/collaborating with state entities to advance recovery</p>	<p>Strategic planning, business planning, creation of by-laws</p> <p>Crafting a mission statement/vision and values</p> <p>Developing a one page value proposition</p> <p>Recruiting, nurturing, and maintaining an involved and effective board of directors</p> <p>Marketing to new and existing populations</p> <p>Workforce development</p> <p>Risk management and developing compliance programs</p> <p>Infrastructure development: IT systems, quality assurance, cash management</p> <p>Finance/sustainability</p> <p>Contracting and developing network relationships</p> <p>Developing and tracking outcomes</p> <p>Strategies for developing and sustaining community partnerships</p>	<p>Reducing discrimination related to mental health conditions and substance use disorders</p> <p>Expanding access to educational services and supports</p> <p>Integrating educational with community supports</p> <p>Identifying and engaging underserved populations</p> <p>Cultural awareness and competency</p> <p>Advocacy Training and Skill Development</p> <p>Sustainability of Education Programs</p> <p>Increasing Educational options for youth and adults</p>	<p>Reducing discrimination</p> <p>Expanding access to services and supports</p> <p>Advocacy skills</p> <p>Addressing system and community barriers</p> <p>Identifying and engaging underserved populations</p> <p>Cultural awareness and competency</p> <p>Supporting justice-involved individuals and veterans</p> <p>Sustainability</p>
Examples of TA	An organization may be interested in promoting Medicaid reimbursement for peer services and requests TA to help create effective partnerships with state authorities to form billable options for peer support in their respective state.	An organization may be interested in exploring avenues to certification for peer services in order to become eligible for Medicaid reimbursement.	An organization may be interested in updating and refining statements of mission, vision, and values, and learning how to use board members more effectively.	An organization is considering joining with a college or university to expand access to recovery support services on a college campus.	An organization may wish to implement peer support in jails/prisons, support re-entry by addressing system or community barriers, or develop advocacy approaches to raise awareness within community about challenges and barriers to reintegration.

Process

This BRSS TACS intensive TA opportunity is a voluntary process. TA delivery will consist of activities designed to reach agreed-upon goals and outcomes relevant to the shared goals of BRSS TACS and the recipient (i.e., increasing peer-delivered services). TA delivery and participation will include monthly teleconferences and may also include virtual or on-site support as necessary. TA will be structured around sustained, ongoing relationships between the BRSS TACS TA team and selected PROs/RCOs.

BRSS TACS will work with the TA recipient to create a customized TA package, which may include some combination of the following elements:

- webinars
- staff trainings/professional development
- virtual or on-site meetings
- support for data collection, validation, and reporting
- assistance in the development and revision of written processes and policies
- tools and templates
- resources
- learning communities

For example, an on-site training may be followed by monthly webinars or learning community participation, phone support, and resources provided as needed.

Roles and Responsibilities

The primary BRSS TACS TA task lead assigned to each individual category will

- negotiate and formalize activities between the BRSS TACS TA team and PRO/RCO/family-run organization participants to achieve agreed-upon outcomes;
- co-create a TA plan that is specific to the needs of participants and results in measurable outcomes; and
- provide support as detailed in the TA plan through virtual or on-site assistance, phone calls, web conferences, and e-mails.

The roles and responsibilities of participants will vary based on each organization's customized TA plan, but at a minimum each participant will

- participate in co-creating a tailored TA plan;
- submit a signed letter of commitment to participate in the TA process;
- ensure leadership support from any PRO/RCO/family-run organization involved in the TA;
- designate a single point of contact to facilitate communication with the TA provider;
- demonstrate willingness, readiness, and commitment to addressing the area of need and commitment to the organizational change process;
- provide staff to collaborate in creating the TA plan and implementing the activities; and
- provide the staff and resources necessary to support the TA engagement and to assess organizational progress toward agreed-upon outcomes on a regular basis.

Questions?

Please send all questions to BRSTACSCapacityBuilding@center4si.com



Application for BRSS TACS PRO/RCO Capacity Building Opportunity

*** Note: Application Deadline Extended to March 3, 2017 ***

Online Application

Eligibility

The Capacity Building Opportunity is available only to peer-run organizations (PROs), recovery community organizations (RCOs), and family-run organizations. The opportunity will provide up to 25 successful applicants with intensive technical assistance (TA) over a 6-month period (April - September 2017). We strongly encourage applicants to review the "Overview" information before applying for the Capacity Building Opportunity.

Potential PRO/RCO applicants are nonprofit entities that meet the following requirements:

- The applicant program or organization must be managed by a majority of consumers/peers/people in recovery.
- The majority of the organization's board of directors or advisory board must identify as consumers/peers/people in recovery.
- The Board of Directors or Advisory Board must have been in operation for at least six months before the date of issuance of this subcontract announcement.
- The organization must be dedicated to promoting wellness and recovery for people with substance use disorders, mental health issues, or co-occurring mental and substance use disorders.

Instructions

To be considered for this opportunity, you must complete this application. The application must be started and finished at the same time, so we recommend that you compose your answers offline and copy and paste them into this application.

You may print a [blank PDF copy of the questions in this survey](#).

Applications must be complete and submitted through Survey Monkey to BRSS TACS by **Friday, March 3, 2017 at 8:00 pm EST**. No applications will be accepted past the deadline. All applicants who successfully complete an application will receive a confirmation email.

The Center For Social Innovation will review and assess the applications and notify each organization of the status of their application when decisions are made.” Final decisions will be made by March 27, 2017. Organizations selected for the Capacity Building Opportunity need to participate in a kickoff teleconference in late March/early April.

Organizations not selected for this Opportunity will be contacted to discuss other possible TA services from BRSS TACS.

Please contact BRSS TACS with any questions about the application process. You may reach us at **(781) 247-1711** or **BRSS TACSCapacityBuilding@center4si.com**

The application begins below. This program **does not allow** you to complete some answers, then save and return to complete the rest.

You may print [a PDF copy of the questions below](#), so that you may gather all required information before you begin. The application is 2 pages, and all questions must be answered on each page to advance to the next page.

*** Organization Name**

*** Name the lead person at your organization.**

*** Identify a single point of contact for this application.**

*** Email address of applicant contact person:**

List the name, title/role and contact information for additional staff/stakeholders who will participate in the TA, if any. Space for up to 5 additional people is provided here.

Participant 1

Name

Title/Role

Email Address

Phone Number

Participant 2

Name

Title/Role

Email Address

Phone Number

Participant 3

Name

Title/Role

Email Address

Phone Number

Participant 4

Name

Title/Role

Email Address

Phone Number

Participant 5

Name

Title/Role

Email Address

Phone Number

*** Are you receiving any Federal technical assistance?**

No

Yes

If yes, from which agency?

*** Are you a SAMHSA grantee?**

No

Yes

If yes, please include the title of your grant program and name of your Government Project Officer:

*** Are you currently receiving technical assistance?**

No

Yes

If yes, please describe the TA and identify the TA provider.

*** Have you previously received BRSS TACS technical assistance?**

- No
 Yes

If yes, please describe briefly.

*** By checking this box, you affirm that you are a peer-run, recovery community, or family-run organization.**

- I affirm.

*** By checking this box, you agree to participate actively and regularly in the intensive technical assistance over the duration, including monthly learning calls with other organizations.**

- I agree.

*** Select Area of Focus**

Please select ONE area of focus from the list below (refer to the Overview for additional information).

- 1. Partnering With State Systems to Advance Recovery:** TA will assist PROs/RCOs to better partner with state, territorial, or tribal behavioral health systems to advance recovery and integrate peers.
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**Narrative
Section**

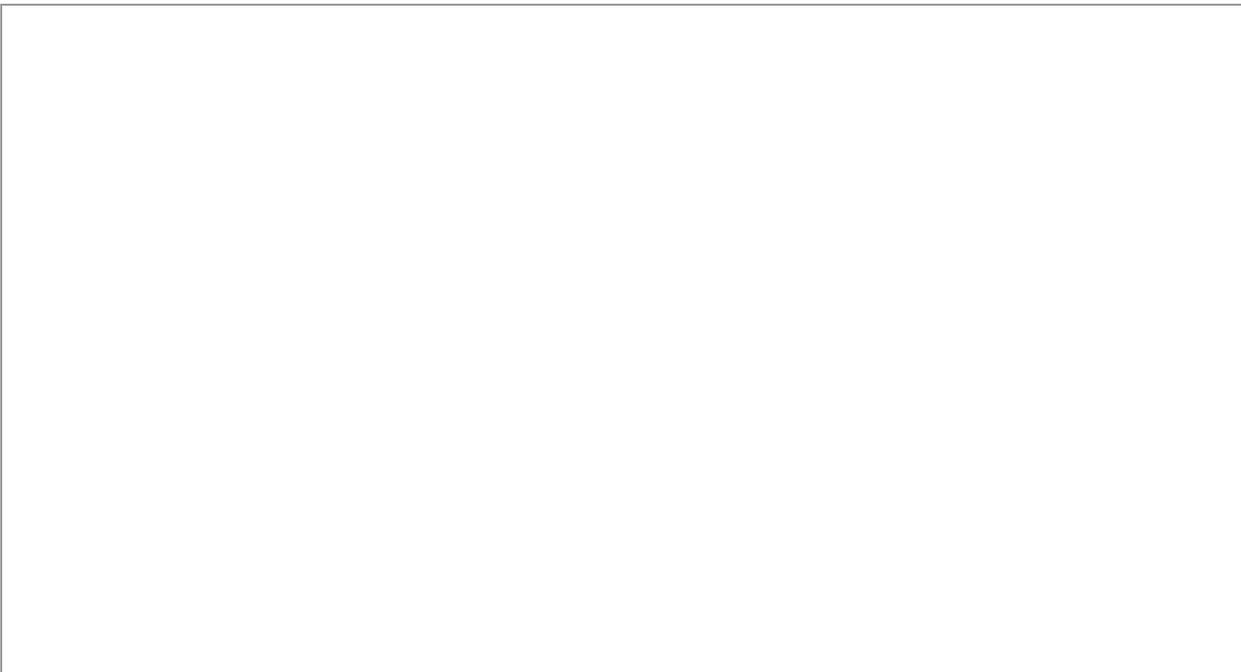
Please respond to the following questions. Each response should be no more than 700 words.

- * Organizational Description and Context. Provide a brief overview of your organization, its mission, areas of focus, current major projects, and major funding sources. Include the date of 501c3 approval for the organization.**

*** Description of TA Request: Needs.** Provide a brief description of the TA needs you want to address through the Capacity Building Opportunity. In particular, please describe any barriers or challenges the organization is currently facing and how you expect the intensive technical assistance to help address them.



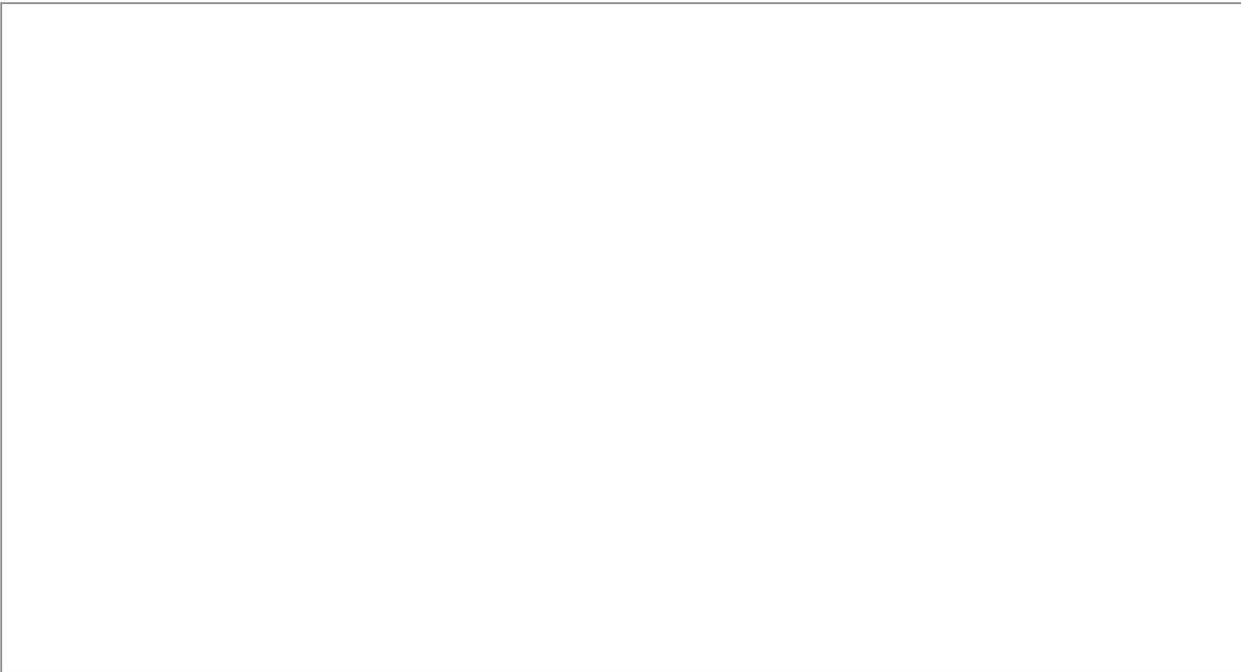
*** Description of TA Request: Goals.** Include the goals and outcomes you hope to achieve as a result of intensive technical assistance.



*** Readiness and Commitment to Change.** Describe the extent to which your organization is motivated to make changes, is willing to commit time and resources to implementing changes, and is likely to sustain and support these changes.



*** Population(s) Served.** Provide demographic information about the population(s) you serve.



*** Additional Information. Please share any additional information you would like the BRSS TACS team to know about your organization, your selected focus area, or your expectations for the intensive technical assistance.**

A large, empty rectangular box with a thin black border, intended for the user to provide additional information as requested in the text above.