

## **“BHECN Ambassador Career Engagement Awards” Increasing Awareness of Behavioral Health Professions Request for Proposals due April 20, 2022**

BHECN will fund up to nine projects that promote behavioral health careers to Nebraska students. Priority will be given to programs that reach students in rural and/or underserved communities. Award recipients will offer programming to identify students who are interested in behavioral health and provide names and demographic information to BHECN. BHECN will track participants for college enrollment and provide additional mentorship and support to students who enter programs to become licensed mental health professionals in Nebraska.

### ***Two levels of project funding available:***

#### **Tier I projects - seven awards of up to \$1,500**

- Need to host a minimum of three separate gatherings, meetings or events

#### **Tier II projects – two awards of up to \$5,000**

- Can be a one-time, day-long conference or a multiple-day experience or career camp
- Need to reach a minimum of 50 students for a \$5,000 award
- Need to reach a minimum of 30 students for a \$3,000 award

### ***Awardees will be required to:***

- Follow local health and safety guidelines regarding group gatherings.
- Have a representative participate in an orientation meeting (virtual conference call via Zoom) with BHECN staff prior to starting the projects
- Expose students to **at least six** behavioral health careers. This can be accomplished with a career overview presentation, handouts, or by providing the BHECN Career Pathways brochures. The careers are:
  - applied behavior analysis
  - marriage and family therapy
  - psychiatry
  - counseling
  - psychiatric nursing
  - psychology
  - alcohol and drug counseling
  - psychiatric physician assistant
  - social work
- Collect media release forms, take photos to share with BHECN, and participate in interviews for BHECN publications, social media, Web pages, and other types of publications.
- Include a statement about BHECN’s funding support in all news releases, promotional and marketing materials.
- Programs must be completed between July 1, 2022 and May 30, 2023 with a final report submitted to BHECN no later than June 15, 2023.

### ***Allowable use of funds:***

- Honorariums and mileage reimbursement (at the current federal rate or car rental whichever is less) for behavioral health professionals and facilitators
- Honorariums and mileage reimbursement (at the current federal rate or car rental whichever is less) for peer support specialists and/or people living with mental illness who share their stories
- Facility rentals, housing, meals within a fair and reasonable amount per person, field trips, and supplies related to student activities

**Funds cannot be used for:**

- Salaries or stipends for existing personnel under contract
- Indirect costs
- Unessential meals or travel costs

**Application Process:**

Submit an e-mail to BHECN’s Outreach Specialist, Ann Kraft (akraft@unmc.edu) and attach

**One to three pages (max) description of the project formatted in 8 sections as outlined below:**

1. Name of the project
2. Names of partner organizations or schools
3. Brief description of the program and outline of planned activities
4. Target audience and anticipated number of participants
5. Timeline of activities
6. Itemized budget of anticipated expenses
7. Name of project coordinator, name of employer, job title, work address, phone, and email
8. Primary organization that will receive and disburse the BHECN funds

**Deadline to apply: April 20, 2022**

**Awards announced: May 5, 2022**

**Contracts/MOUs signed and returned to BHECN: June 1, 2022**

**Review Process:**

All applications will be reviewed, evaluated and ranked according to the following criteria:

	Unsatisfactory	Needs improvement	Average	Very good	Superior
Career and educational information about at least 6 behavioral health careers will be shared through presentations or printed materials if speakers are not available.	1	2	3	4	5
Program content addresses mental health stigma and/or includes a perspective from someone living with mental illness	1	2	3	4	5
The project is a partnership with at least one additional community agency and/or school.	1	2	3	4	5
Demonstrates evidence of matching or in-kind support	1	2	3	4	5
Target audience is high school or college students from rural and/or underserved communities	1	2	3	4	5

### ***Notification of award and disbursement of funds:***

- All applicants will be notified via e-mail whether the project was rejected, accepted, or accepted with revisions.
- Upon acceptance, a memo of understanding (MOU) or contract will be prepared by BHECN and sent for signature.
- Contracts/MOUs must be signed and returned to BHECN prior to June 1, 2022.
- 50% of the award will be disbursed when signed MOU/contract is received.
- The remaining 50% will be released upon completion of the project and receipt of final report.

### ***Final Report and Data to be submitted to BHECN not later than June 15, 2023.***

#### **1) A one to two-page narrative to include:**

- Name and location of the project
- Names of partners
- Total number of participants and level of education (high school, community college, college, or a combination)
- Name of project coordinator and contact information
- A summary of activities/events to include:
  - Date and a short description of activity
  - Names and titles of speakers
  - Attendance at each event
- Best practices and lessons learned or changes to consider for similar programs
- A summary budget of expenses (Unspent funds can be carried over for future behavioral health career awareness or mental health stigma related programming.)
- Summary of program evaluations (based on a Likert Scale of 1-4 with 4 being high) specifically related to the participants:
  - increased knowledge of mental health and substance use disorders
  - increased interest in becoming professionals who work with mental health and/or substance use disorders

#### **2) Samples of agendas, marketing materials, news releases, news clips, or quotes from a couple of participants.**

#### **3) Photos from events**

Submit a maximum of 5 original jpegs that can be reproduced by UNMC and BHECN at the local, state, and national levels to showcase successful workforce development programs and best practices in Nebraska.

#### **4) An excel spreadsheet with participant data.**

A template will be provided.