

# Grant Approval Memo



**Grantee:** Alaska Behavioral Health Association  
**Request Amount:** \$200,000.00  
**Project Title:** Alaska Behavioral Health Association Supervisor Academy  
**Grant Term:** 7/1/2026 to 6/30/2027  
**Trust Staff:** Heather Phelps

## **Staff Analysis:**

- What does this project do?  
Trust funds will support the Alaska Behavioral Health Supervisor Academy, a statewide training initiative designed to strengthen supervision across behavioral health provider organizations in Alaska. The supervisory Academy will prepare current and emerging supervisors with practical skills and core supervisory competencies that support staff development, strengthen organizational operations, and promote high-quality behavioral health services within Alaska. Funds will support the second phase of the project, which focuses on active implementation and pilot delivery.
- Who is receiving the funds?  
The Alaska Behavioral Health Association (ABHA) is a mission-driven organization committed to improving behavioral health services and systems throughout Alaska. ABHA will serve as the program owner and statewide coordinating entity for the Supervisor Academy. ABHA has a commitment from the University of Alaska Anchorage (UAA) School of Social Work to partner as a subrecipient responsible for curriculum development, instructional delivery, learning platform administration, and program evaluation.
- Why is staff recommending this project?  
The Supervisor Academy supports Alaska's grow-our-own workforce strategy. By strengthening supervisory capacity, the Academy is expected to improve retention and support progression in licensure and certification. These improvements increase access to services, improve continuity of care, and enhance the quality of behavioral health services for Trust beneficiaries statewide, including in rural and frontier communities.
- Will this be a multi-year project?  
This is a one year (12-month) funding request. ABHA received prior Trust funding to support the initial phase of Supervisor Academy planning and early development activities, and this proposal seeks funding for the next phase of work needed to move the Academy into active implementation and pilot delivery.

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## Trust Five Year Funding History

<u>Fiscal Year</u>	<u>Project Title</u>	<u>Amount</u>	<u>Status</u>	<u>Final Expended</u>
2026	Clinical Supervision Support	\$200,000	Active	Grant ends 6/30/2026
2025	Capacity Building Project	\$50,000	Closed	\$50,000
2023	ABHA Renewal	\$100,000	Closed	\$100,000

## Comp Plan Identification

Area of Focus	Objective	Comments
Area of Focus 9: Workforce	9.2 Advance the competencies of the healthcare, behavioral health, and public health workforce	

## Trust Focus Area Connection

Budget Area	Strategy	Comments
Workforce Development	Workforce - Increased Capacity, Training and Competencies	

## Project Description (from grant application)

### Project Description

The Alaska Behavioral Health Association (ABHA) proposes to implement the Alaska Behavioral Health Supervisor Academy, a statewide training initiative designed to strengthen both administrative and clinical supervision across behavioral health provider organizations in Alaska.

ABHA is a statewide membership organization representing behavioral health providers across Alaska and is committed to advancing access to high-quality, sustainable behavioral health services in urban, rural, and frontier communities. Through its workforce and systems development efforts, ABHA has identified supervisory capacity as a critical infrastructure gap affecting workforce stability, provider advancement, and organizational sustainability.

This request represents a continuation of ABHA's Supervisor Academy development and implementation efforts. ABHA received prior Trust funding to support the initial phase of Supervisor Academy planning and early development activities, and this proposal seeks funding for the next phase of work needed to move the Academy into active implementation and pilot delivery. While the Trust Partnership grant cycle supports one year of funding at a time, this request reflects the second phase of a multi-year initiative to establish the Supervisor Academy as durable statewide workforce infrastructure. The proposed activities build directly on the foundation established through the initial Trust-supported phase and focus on launching pilot cohorts, strengthening delivery systems through an academic partner, and positioning the Academy for long-term sustainability.

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The Supervisor Academy is a core component of ABHA's broader workforce and system transformation strategy, strengthening supervisory infrastructure as a key lever for improving access to care, service quality, and long-term sustainability of behavioral health services statewide. The Academy is intended to strengthen supervisory practice, support leadership development, and expand advancement opportunities for professionals working in behavioral health settings throughout the state, including in rural and frontier communities.

Guided by ABHA's multi-sector advisory committee, the scope of the Academy was intentionally broadened beyond clinical supervision alone. The advisory committee recommended inclusion of both administrative and clinical supervision to better reflect the full range of supervisory roles within Alaska provider organizations and to ensure representation of diverse provider types, organizational structures, and service models.

The Supervisor Academy builds on ABHA's existing workforce development efforts and on its role as a statewide membership organization serving behavioral health providers throughout Alaska. It is designed to prepare current and emerging supervisors with practical skills and core supervisory competencies that support staff development, strengthen organizational operations, and promote high-quality behavioral health services within Alaska's regulatory and practice environment. The Academy will also reinforce supervisory practices that support data-informed and measurement-based approaches to care, strengthening supervisors' ability to guide clinical and operational teams in quality improvement and outcomes-focused service delivery.

The Supervisor Academy supports Alaska's grow-our-own workforce strategy by preparing existing providers to advance into supervisory roles and by strengthening the capacity of organizations to support and develop the next generation of behavioral health professionals. By strengthening supervisory capacity, the Academy is also expected to improve retention, support licensure and certification progression where applicable, and strengthen both clinical and administrative support for early-career and entry-level providers across Alaska. The Academy will be designed to align with supervision expectations and requirements across multiple behavioral health professions in Alaska, supporting consistency and portability of supervisory preparation.

ABHA will serve as the program owner and statewide coordinating entity for the Supervisor Academy. To support high-quality instructional delivery and evaluation, ABHA has a commitment from the University of Alaska Anchorage (UAA) School of Social Work to partner as a subrecipient responsible for curriculum development, instructional delivery, learning platform administration, and program evaluation. Locating instructional execution within an academic institution provides the infrastructure, instructional design expertise, and continuing education capacity needed to support a multi-cohort, statewide Supervisor Academy.

Under this partnership, UAA's Community & Mental Health Professional Training Center will design, develop, and execute a comprehensive two-tiered Supervisor Academy. This program is structured to provide foundational supervisory skills through online and synchronous learning (Level 1) and advanced, application-based clinical and administrative supervision training through an in-person intensive (Level 2).

Under this model, ABHA will retain responsibility for governance, statewide provider engagement and recruitment, coordination of the advisory committee, and alignment of the Academy with broader

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behavioral health workforce initiatives and long-term sustainability strategies. The University of Alaska Anchorage School of Social Work will serve as the executing partner responsible for academic and instructional functions and evaluation activities. Under the contract, the Training Center will be responsible for the following Scope of Work:

## 1. Tiered Academy Deliverables

Level 1: Foundational Supervisor Academy (Online + Synchronous)

Goal: To provide scalable, accessible supervision foundations via a 6-week virtual cohort model.

Development:

- Design of one (1) synchronous (live) virtual training session.
- Creation of one (1) asynchronous (self-paced) online module.

Delivery:

- Facilitation of one (1) full iteration of the 6-week academy.
- Management of the Learning Management System (LMS) for all participants.

Level 2: Advanced Supervisor Academy (In-Person)

Goal: To provide high-impact, immersive supervisor training through an in-person cohort model.

Development:

- Curriculum design for ten (10) distinct training sessions (4-day intensive).

Delivery:

- One (1) full iteration of the week-long academy.
- Regional Reach: One iteration held in Anchorage.
- Schedule: 2 sessions per day x 4 days = 8 total sessions per iteration.

## 2. Program Evaluation & Quality Assurance

To ensure formative improvement and measurable impact, the Training Center will implement a multi-phase evaluation strategy:

- Framework: Development of a formal Logic Model and evaluation plan.
- Quantitative: Pre-program, post-program, and 3-month longitudinal participant self-assessments.
- Qualitative: Focus groups or interviews following the first iteration of each Academy Level to refine content for subsequent deliveries.
- Reporting: Delivery of Annual Reports summarizing engagement, satisfaction, and learning outcomes.

## 3. Administrative & Operational Support

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The total project cost includes comprehensive management of the following:

- Personnel: Project staff and subject matter expert consultants.
- Logistics: Academy registration, venue rentals, and travel.
- Fiscal: Fiscal procurement/invoicing.
- Outreach: Marketing and recruitment for academy cohorts.
- Materials: All supplies and instructional materials for participants.
- Software: Learning management system
- Professional Licensure Support: Application for Interprofessional Continuing Education (IPCE) credits for all trainings

To promote equitable access during the pilot phase, ABHA will provide travel, lodging, and per diem support for up to seven (7) participants in the in-person cohort on a scholarship basis. These supports are intended to reduce geographic barriers for supervisors from rural and frontier communities and to allow ABHA and its partners to refine delivery logistics prior to transitioning the Supervisor Academy to a fee-based and sustainable model.

The primary participants of this project are behavioral health supervisors and emerging supervisors working in provider organizations across Alaska. The geographic area served by this project is statewide.

## **Grantee Proposed Evaluation Measures (from grant application)**

### Evaluation – Performance Measures

Evaluation and data collection for the Supervisor Academy will be conducted by the University of Alaska Anchorage School of Social Work as part of its role as the academic and instructional partner.

#### How much did we do?

- Number of supervisors and emerging supervisors enrolled in the Academy.
- Number of participants completing training cohorts.
- Number of provider organizations represented.
- Number of in-person and virtual training sessions delivered.

#### How well did we do?

- Participant satisfaction with training content and delivery.
- Participant self-reported gains in supervisory knowledge and skills.
- Participant assessment of relevance to their supervisory roles.

#### Is anyone better off?

- Percentage of participants reporting increased confidence and readiness to supervise staff.
- Percentage of participants reporting improved ability to support staff development and organizational operations.
- Follow-up measures assessing application of supervisory practices in participants' workplaces.

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## **Proposed Project Performance Measures (developed by the Trust)**

How much did you do?

- a. Number (#) of supervisors and emerging supervisors enrolled in the Academy.
- b. Number (#) of participants completing training cohorts.
- c. Number (#) of provider organizations represented. Please provide a list of organizations represented during the reporting period.
- d. Number (#) of in-person and virtual training sessions delivered during the grant reporting period.

How well did you do it?

- a. Provide a narrative that describes the timeline, activities, successes, challenges, and any lessons learned during the reporting period.
- b. Number (#) and percentage (%) of participants who were satisfied with the training content and method of delivery.
- c. Number (#) and percentage (%) of participants who self-reported gains in supervisory knowledge and skills.
- d. Number (#) and percentage (%) of participants who felt the training content was relevant to their role as a supervisor.

Is anyone better off?

- a. Number (#) and percentage (%) of participants reporting an increase in confidence and readiness to supervise staff.
- b. Number (#) and percentage (%) of participants reporting an improved ability to support staff development and organizational operations.
- c. Provide three (3) statements from participants that describe how they have applied the knowledge of supervisory practices in their workplace.

## **Sustainability (from grant application)**

The Supervisor Academy is intended to become a sustainable, ongoing component of Alaska's behavioral health workforce infrastructure. Following the initial pilot phase, ABHA will transition the Academy to a fee-based model in which participating organizations and individuals contribute to the cost of training. ABHA will also pursue additional funding through statewide workforce initiatives, including the Rural Health Transformation Program and other in-state and philanthropic funding sources, to support expansion and scaling of the Academy. ABHA will continue to integrate the Supervisor Academy into its broader workforce and systems development strategy to ensure long-term alignment and sustainability.

## **Who We Serve (from grant application)**

The Supervisor Academy will indirectly benefit Trust beneficiaries across Alaska, including individuals experiencing mental illness, substance use disorders, and co-occurring conditions.

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While the direct participants in the Supervisor Academy are behavioral health supervisors and emerging supervisors, the primary beneficiaries of the project are the individuals receiving behavioral health services within participating organizations. Strengthening supervisory capacity improves the quality, consistency, and effectiveness of services delivered to Trust beneficiaries by improving staff support, clinical and administrative oversight, and organizational practices.

By strengthening both administrative and clinical supervision, the Academy is expected to improve staff retention, enhance workforce stability, and support licensure and certification progression where applicable. These improvements contribute to increased access to services, improved continuity of care, and higher quality behavioral health services for Trust beneficiaries statewide, including in rural and frontier communities.

The Supervisor Academy also supports Trust priorities related to workforce development, system sustainability, and service quality by strengthening supervisory infrastructure as a foundation for improved outcomes for individuals and families served by Alaska’s behavioral health system.

## **Estimated Numbers of Beneficiaries Served Experiencing (from grant application)**

Mental Illness:	0
Secondary Beneficiaries (family members or caregivers providing support to primary beneficiaries):	0
Number of people to be trained	75

## **Project Budget (from grant application)**

Personnel Services Costs	\$59,869.85
Personnel Services Costs (Other Sources)	\$0.00
Personnel Services Narrative	<p>A. Project Director: .15 FTE                      The Chief Executive Officer will serve as the Project Director and provide oversight for all activities to support the scope of work. The wage for this position is \$81.73 per hour. At a .15 FTE, total annual wages charged to the award is \$25,500. With a 37% fringe cost of \$9,435, is \$34,935.</p> <p>B. Project Administrator: .13 FTE                      The Chief Operating Officer (COO) will provide administrative and planning support for all aspects of the project including reporting, grant management, and other assets to ensure project success. The wage for the COO is \$67.31 per hour. At a .13 FTE, total annual wages charged to the award is \$18,200.62. With a 37% fringe cost of \$6,734.23, total cost is \$24,934.85.</p>

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Travel Costs	\$16,065.00
Travel Costs (Other Sources)	\$0.00
Travel Costs Narrative	<p>Travel costs for 7 students in the Level 2 cohort is covered through this award. (Total cohort is 15 students with an anticipated five within driving distance.)</p> <p><b>A. Airfare</b> It is estimated that a total of 7 students per cohort will require airfare. Average cost of travel from non-Anchorage communities to Anchorage is estimated at \$650 per r/t flight. Total Airfare for 7 students is \$4,550.</p> <p>Total Airfare is \$4,550.</p> <p><b>B. Lodging</b> It is estimated that a total of 7 students per cohort will require lodging per cohort. Average cost for lodging in Anchorage and Fairbanks is \$225/night. Four-day cohort intensives require five nights lodging per student to accommodate travel. Annual cost is \$7,875 (7 students x 5 nights x \$225).</p> <p>Total Lodging is \$7,875.</p> <p><b>C. Per Diem</b> Each traveling Level 2 student (7 per cohort) will receive a per diem at the current Alaska rates (revised January 4, 2024) for Anchorage at \$60 per day. Total annual cost is \$2,100 (7 students x 5 days x \$60).</p> <p>Total Per Diem is \$2,100.</p> <p><b>D. Transportation</b> Traveling Level 2 students (7 per cohort) will require transportation to intensives location. Estimated cost of Uber/Lyft from hotel to class location is \$22 (including tip) per trip. Total annual cost is \$1,540 (10 trips (4 days of R/T rides and one day each to the airport) x 7 students x \$22).</p> <p>Total Transportation is \$1,540.</p> <p>Total Travel is \$16,065.</p>
Supplies Costs	\$1,741.67
Supplies Costs (Other Sources)	\$1,741.67
Supplies Narrative	<p><b>A. Program Supplies</b> Program Supplies include costs for curricula materials for the Supervisor's Academy (including printing); any copyrighted</p>

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	materials for the Academy from qualified national vendors; and marketing materials. Total cost is \$1741.67
Other Costs	\$122,323.48
Other Costs (Other Sources)	\$0.00
Other Costs Narrative	<p>A. Contractor As described in the narrative, ABHA will partner with the University of Alaska Anchorage's Community &amp; Mental Health Professional Training Center through a contract to design, develop, and execute a comprehensive two-tiered Supervisor Academy. This program is structured to provide foundational supervisory skills through online and synchronous learning (Level 1) and advanced, application-based clinical and administrative supervision training through an in-person intensive (Level 2). Contract terms are from July 1, 2026, through June 30, 2027, for a total of \$110,672.</p> <p>B. Modified Total Direct Cost (MTDC) The Modified Total Direct Cost (MTDC) base is 15%. Calculation excludes contracted services. Total annual MTDC cost is \$11,651.48 (\$77,676.52 direct costs x .15).</p>

## Other Funding Sources (from grant application)

State of Alaska - Rural Health Transformation Project - PENDING	\$100,000.00
State of Alaska - Rural Health Transformation Project - PENDING	\$100,000.00
<b>Total Leveraged Funds</b>	<b>\$200,000.00</b>