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**Community-Based Organization
Behavioral Health Workforce Grant Program
Grant Guide ADDENDUM
for Fiscal Year 2022-23**

This addendum shall be part of the Grant Guide documents. All conditions not affected by this addendum shall remain unchanged.

UPDATE (in bold and strikethrough text)

Update Section F. Budget Conditions on page 7 to read:

F. Budget Conditions

5. Behavioral health employees with five or more years of service may receive retention bonuses for up to fifteen percent of their annual salary in a maximum amount of \$10,000 per employee. **Registered and certified alcohol and other drug counselors may receive retention bonuses when employed one or more years.**
8. HCAI will allow up to ~~twenty-five~~ **fifteen** percent of the total budget for administrative costs to use for costs indirectly attributed to the completion of the program services which can include, but not limited to utilities, rent, equipment, mentoring, worksite placement, monitoring paid or volunteer work requirements and training activities and administrative service/payroll staff.

Update Attachment 1: Sample Grant Agreement, Section C. Scope of Work and Deliverables, Item 1, "Budget Restrictions", on page 18 to read:

Budget Restrictions:

The total number of employees who would benefit from this funding cannot exceed 25 or twenty-five percent, whichever is greater. Scholarships and stipends may be awarded for up to \$25,000. Employees with five or more years of service can receive retention bonuses of up to fifteen percent of their annual salary with a maximum amount of \$10,000 per employee. Registered and certified alcohol and other drug counselors may receive retention bonuses when employed one or more years. Signing bonuses may be awarded for up to ~~\$1,500~~ **\$2,000** per new employee. Recruitment costs cannot exceed more than \$1,250 for all positions that the grantee is attempting to fill each year.

Update Attachment 1: Sample Grant Agreement, Section D. Budget Detail, on page 21 to read:

D. Budget Detail:

1. Grantee shall expend the Agreement Funds in accordance with the Budget provided in the Grantee's application. The funds provided under this Agreement shall be the funds provided from ~~FY 2020-21~~ **FY 2022-23** through FY 2025-26 which shall cover the costs of activities under Section C, "Scope of Work and Deliverables," including administrative costs (defined below). Agreement Funds shall not be comingled with any of Grantee's other funds.