

## 2021-2023 Collaborative for Recovery Focused Change Application

### About the Program Application

Please review the following documents carefully *before* beginning this application:

- The Program Overview, for detailed information about the 2021-2023 Collaborative for Recovery-Focused Change: [viahope.org/crfc-program-overview-2021](https://viahope.org/crfc-program-overview-2021)
- A complete Application Preview, so that you may prepare your responses before submitting online: [viahope.org/crfc-application-preview-2021](https://viahope.org/crfc-application-preview-2021)
- Instructions for completing the Experiential Component of this application: [viahope.org/crfc-experiential-component-guide-2021](https://viahope.org/crfc-experiential-component-guide-2021)

### Requirements to Apply for the Program

- Eligible organizations include Texas behavioral health service providers that receive public funds

### Steps to Apply for the Program

- First, review all of the program activities in order to determine whether 1) this program is a fit for your organization's needs, and 2) your organization can fully commit to the program requirements.
- Identify a team that includes various roles and a team lead who is interested in coordinating this effort.
- Submit the online application in its entirety by **Wednesday, November 3rd, 2021 at 5:00 pm CST**, including a letter of commitment from an Executive Sponsor.

Attention: This application is for organizational teams that would like to take part in the 2021-2023 Collaborative for Recovery-Focused Change, which will take place from December 2021 to June 2023.

Organizations that are applying together as a cross-agency team should [follow this link](#) to the cross-agency application.

If you're applying on behalf of just one organization, please proceed to the next page.

There is no fee to apply for this program.

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### Important Notes About Application Submissions

**You may enter and edit your team's responses to the application until the deadline on 5:00 pm CST on Wednesday, November 3rd, 2021.**

**For questions about the program or application process, contact Miranda DuPont (Recovery Institute Program Coordinator) at [recoveryinstitute@viahope.org](mailto:recoveryinstitute@viahope.org).**

**For general inquiries regarding the Recovery Institute, please contact Amanda Bowman (Recovery Institute Manager) at [amanda.bowman@viahope.org](mailto:amanda.bowman@viahope.org).**

**To learn more about Via Hope and the Collaborative for Recovery Focused Change program, [visit our website](#).**

**Important Note:** In order to save and edit your responses as you advance to each page of the application, you must enable cookies and use the same device and web browser you used to start the application.

**For instructions on enabling cookies, please click on the following link:**  
**[timeanddate.com/custom/cookies.html](http://timeanddate.com/custom/cookies.html).**

**Once you submit this application, you will not be able to change your responses.**

**\* 1. Please provide the following information for a point of contact below. We will contact this person about the status of your application and to arrange a follow up interview if needed.**

First Name

Last Name

Organization

Title or Role

Email Address

Phone Number

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### Participating Team Responsibilities

Participating teams will be asked to:

- Complete all of the required activities in timeline (see below).
- Commit to independent activities, including the development of specific recovery-oriented goals.
- Host Via Hope on-site for in-person work to be determined in collaboration with Via Hope (may include: agency walk-through, training, consultation). In addition to hosting, ensure that the appropriate staff are present for these activities.
- Complete evaluation activities (e.g. distribute surveys at the end of workshops hosted at the organization) as requested by Via Hope.
- Collaborate and communicate with other staff who have a critical role to play in implementing the desired change, such as human resources, quality management, and trainers.

### Estimated Timeline of Activities

- October 6th - November 3rd, 2021 – Applications accepted
- Friday, November 12th, 2021 – Applicants notified of acceptance
- December 15, 2021 – Orientation Webinar
- January 2022 – Opening Cohort Gathering for all teams, virtual, two-day event
- February 2022 - Agency-specific project plans due
- January 2022 - June 2023 – Program activities such as in-person site visit, virtual learning sessions, consultation groups (optional), and bi-monthly team calls
- June 2023 – Closing Cohort Gathering. Virtual, two-day event

### Required Program Activities

Activities for the 2021-2023 Collaborative for Recovery Focused Change will begin in December 2021 and end in June 2023.

#### *Cross-team events that your team will attend:*

- Orientation webinar
- 2-day (virtual) Opening Cohort Gathering for all teams
- 2-day Year 2 Cohort Gathering for all teams (may be in-person or virtual, depending on participant preferences)
- 2-day (virtual) Closing Cohort Gathering for all teams

#### *On-site event that your team will host:*

- Site visit comprised of 1-2 days of in-person training, consultation, or other activities to be determined in collaboration with Via Hope staff that reflects your project/goals

#### *Ongoing activities for your team:*

- Bi-monthly team coaching calls with Via Hope staff or consultants

- **Bi-monthly virtual learning sessions hosted by Via Hope (also includes additional staff from your agency, determined by the topic/focus)**
- **Independent learning activities and work related to your project/goals, as determined by your team**
- **Create and maintain a written project plan in consultation with Via Hope**
- **Meet at least monthly to review plans, develop ideas, identify successes, etc.**
- **Evaluation activities**

\* 2. By selecting yes, I acknowledge my team will participate in all activities for the Collaborative for Recovery Focused Change, as listed above.

☐ Yes

Comments:

## 2021-2023 Collaborative for Recovery Focused Change Application

### About Your Organization

**Please respond briefly to each of the following items about your organization.**

\* 3. Eligibility requirement: My organization is based in Texas, provides behavioral health services, and receives public funding.

*If you are uncertain about this requirement, please contact us at [recoveryinstitute@viahope.org](mailto:recoveryinstitute@viahope.org) before continuing.*

☐ Yes

Comments:

\* 4. Please share a general description of your organization. Include such information as:

- Mission/vision
- Year founded
- Geographic area you serve
- Number of employees
- Types of services you provide (i.e. peer support services, array of clinical versus non-clinical support, direct service)
- Number of persons served each year
- Population(s) served

\* 5. Please describe any current or anticipated dynamics of change your organization is experiencing (e.g. recent changes in executive leadership, shifts in funding, staff turnover).

\* 6. Have you participated in any programs or grants aimed at promoting recovery and resiliency (e.g. prior Via Hope Recovery Institute learning community, the Hogg Foundation Advancing Recovery in Texas Initiative)? If so, please describe.

\* 7. Are there any initiatives your organization will participate in over the next year that may impact your team's participation in this program? Please explain how these may be complementary to the objectives of this program.



## 2021-2023 Collaborative for Recovery Focused Change Application

### Your Project Summary

\* 8. Tell us about your project(s) in roughly 300 words. Consider including:

- The purpose of the project and its intended impact
- Any specific program, population, or community area this project focuses on
- How you might measure this change (please don't assume quantitative!)
- Why this is a priority for the organization at this time

#### Pilot sites

Some changes intended for the entire agency can be piloted in one area (or with one program/group) to refine the implementation approach before spreading to a larger group. This "pilot site" is typically a place where the change is wanted by those working there and involves people who will serve as champions for the change with the larger group. (In other words, don't start with the most challenging area!)

\* 9. Does your project lend itself to a pilot site/group? If so, have you identified the area/group for the change to be tested initially?

*If you're not sure, consultation early on in the program can assist with this.*

\* 10. Please tell us about specific training or consultative needs this program could provide to assist with your project/goals.

## 2021-2023 Collaborative for Recovery Focused Change Application

### Recovery Oriented Change Items

**As a team, please respond briefly to each of the following items about your organization's experiences promoting recovery.**

\* 11. Reflect on your organization's efforts to promote recovery and resiliency thus far.

What has your organization been able to do as a result of its efforts? What are you most proud of?

\* 12. What challenges has the organization faced while shifting practices and priorities? What has proven especially difficult?

\* 13. What do you see your organization moving toward with respect to recovery and resiliency? What are your hopes for the next 3-5 years? The next 5-10 years?

\* 14. Please share how your organization incorporates a diverse range of viewpoints — for example, the people you serve, family members, or other advocates with lived experience — in strategic planning, priority-setting, quality improvement activities, hiring, and/or program design.

\* 15. What efforts is your organization currently making related to diversity, equity, and inclusion? Are there certain challenges this program could help you overcome?



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### Collaboration with the Program Cohort

**Learning collaborative programs are designed to foster learning across participating teams over the course of the program. This sharing of ideas, experiences and support is achieved through cohort gatherings, all-team learning sessions, consultation groups, and less formal connections between participants. Ideally these connections will continue long after the end of the program!**

**Please provide 3-4 sentences on each of the following items.**

\* 16. What does your organization bring to a community of other organizations across Texas doing similar work? In other words, how might your group support the work of other teams in the program?

\* 17. How do you anticipate benefiting from this community of organizations? What do you hope to get from the other participating organizations?

## 2021-2023 Collaborative for Recovery Focused Change Application

### Experiential Component

The purpose of this component is to help your team gain insights into the current state of your organization's recovery and resiliency-oriented change work and help you submit an informed application. This activity will also provide an opportunity to experience the type of work teams are engaged in during Recovery Institute programs.

Instructions for the experiential component can be downloaded here: [viahope.org/crhc-experiential-component-guide-2021](https://viahope.org/crhc-experiential-component-guide-2021)

Please note that Via Hope has provided this as a guide to the experiential component. However, each team that submits an application is responsible for interpreting and applying the information to their setting.

Following the activity, we ask that your team reflect on the experience and share what you learned by answering the following questions.

#### Experiential Component Reflection Questions

Tell us about your team's preparation for the activity. You may include information such as: the individuals who were involved, your group's decision-making process, and other information that may help Via Hope understand how your group works together.

\* 18. Who took part in the discussion, and who facilitated? Why were these individuals, in particular, invited to play this role?

\* 19. What did you learn as a result of this process? Were there any surprises about the process or the outcomes? How has the experience informed your team's application?

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### Learning Collaborative Team Members

The Via Hope Recovery Institute's model of change focuses on supporting interested, inspired, and well-connected people across all levels of an organization, community, or system as they work to make change. This model does not focus on changing people that are not interested. Instead, it draws upon the innovators within your organization—the people who already lead or want to lead change. Your team members will initially lead within their individual spheres of influence and increasingly, with your support, will reach out to others to invite them to join this exciting work.

Please keep this in mind as you form your team.

### Team Formation

We are providing space below for the identification of four to six team members. If the program's cohort opts to have an in-person gathering mid-way through the program, these individuals will attend.

The formation of your team will be significantly informed by the specific project or goals for change for which you're seeking support. We ask that you carefully consider who are your champions for change before identifying them so that few changes need to be made after the program has begun.

We also ask that you consider the following roles/qualities to maximize your team's effectiveness and to get the most out of this program:

- Someone in a supervisory role
- Someone in a direct care role (i.e. regular contact with people receiving services)
- Executive leader who can remove implementation obstacles and inspire agency-wide change
- Peer provider and/or someone with experience receiving services at your agency
- Someone with an interest/strength in implementation and quality improvement (particularly regarding measurement)
- Someone who works in the area/program where the "project" or intended change is likely to be implemented first (pilot site)

\* 20. **Team Member 1 (Lead):** This person is your organization's primary contact throughout the program.

Team Member 1 must invest a considerable amount of time to coordinate with others at the organization regarding program participation and efforts related to your chosen project for change.

First Name

Last Name

Title or Role

Email Address

Phone Number

\* 21. How long has this person been in their current position?

\* 22. In the person's own words, please tell us: Why would you like to be part of this program?

\* 23. This person has reviewed the Application Preview document, Program Overview document, and would like to act as primary contact for your organization's team.

☐ Yes

☐ No

\* 24. **Team Member 2**

First Name

Last Name

Title or Role

Email Address

Phone Number

\* 25. How long has this person been in their current position?

\* 26. In the person's own words, please tell us: Why would you like to be part of this program?

\* 27. This person has reviewed the Program Overview document and agrees to participate in the program activities.

☐ Yes

☐ No

**\* 28. Team Member 3**

First Name

Last Name

Title or Role

Email Address

Phone Number

\* 29. How long has this person been in their current position?

\* 30. In the person's own words, please tell us: Why would you like to be part of this program?

\* 31. This person has reviewed the Program Overview document and agrees to participate in the program activities.

☐ Yes

☐ No

**\* 32. Team Member 4**

First Name

Last Name

Title or Role

Email Address

Phone Number

\* 33. How long has this person been in their current position?

\* 34. In the person's own words, please tell us: Why would you like to be part of this program?

\* 35. This person has reviewed the Program Overview document and agrees to participate in the program activities.

☐ Yes

☐ No

**36. Team Member 5 (optional)**

First Name

Last Name

Title or Role

Email Address

Phone Number

37. How long has this person been in their current position?

38. In the person's own words, please tell us: Why would you like to be part of this program?

39. This person has reviewed the Program Overview document and agrees to participate in the program activities.

☐ Yes

☐ No

**40. Team Member 6 (optional)**

First Name

Last Name

Title or Role

Email Address

Phone Number

41. How long has this person been in their current position?

42. In the person's own words, please tell us: Why would you like to be part of this program?

43. This person has reviewed the Program Overview document and agrees to participate in the program activities.

☐ Yes

☐ No

## 2021-2023 Collaborative for Recovery Focused Change Application

### Letter of Commitment

**Your application to participate in the 2021-2023 Collaborative for Recovery Focused Change is almost complete!**

**As one of the final steps in the process, we ask that your organization's Chief Executive Officer, Executive Director or Superintendent submit a Letter of Commitment that communicates the organization's pledge to support the team's participation in the program.**

**This program will be offered at no cost to participating organizations. However, participating organizations will invest significant staff time and energy into the program.**

**For the one potential in-person gathering, lodging, breakfast, and lunch will be provided. However, no travel stipends are included for participants and other travel costs must be covered by participating organizations.**

**Recovery Institute programs are supported by grant funds from the Medical and Social Services Division of Texas Health and Human Services Commission.**

\* 44. Please attach a PDF copy of a signed Letter of Commitment here.

Choose File

Choose File

No file chosen



## 2021-2023 Collaborative for Recovery Focused Change Application

### Submit Your Application

**Your application is not final until you press the "submit" button below.**

**Please carefully review your responses. Once you press "submit," you will not be able to edit your answers.**

For questions about the program or application process, contact Miranda DuPont (Recovery Institute Program Coordinator) at [recoveryinstitute@viahope.org](mailto:recoveryinstitute@viahope.org).

For general inquiries regarding the Recovery Institute, please contact Amanda Bowman (Recovery Institute Manager) at [amanda.bowman@viahope.org](mailto:amanda.bowman@viahope.org).