

**Maine Alliance for Recovery Coaching (Maine-ARC)
 RECOVERY COACH COORDINATION
 APPLICATION TO PROVIDE COUNTY SERVICES**

County (*circle one*): Piscataquis Somerset Waldo

Applicant Organization Name:	
Address:	
Lead Staff Member:	Chief Executive:
Name:	Name:
Address:	Address:
TEL:	TEL:
FAX:	FAX:
EMAIL:	EMAIL:

Interested applicants must provide along with this cover page, a narrative addressing each of the four criteria identified below.

Please submit the completed application with all required attachments to:
maine-arc@healthyacadia.org by no later than 5:00pm, July 24, 2019.

***Applicants have a three page narrative limit for addressing the four criteria below.
This page limit does not include attachments***

Application to Provide County Recovery Coach Coordination Services

Criteria to be Scored

1. Provide the following required documentation: Organizational Charts indicating where your program sits within the organization, Bi-laws (if applicable), and an audited financial statement for the most recent tax year. *(Pass/Fail)*
2. Provide a narrative and any supporting documentation that the applicant has been a stable organization, and able to complete contractual work. Please include organizational strengths and weaknesses including the ability to hire, retain, and supervise staff. *(max 20 points)*
3. Provide a summary of your involvement / expertise with substance prevention, harm reduction, treatment and/or recovery services, including any successes and challenges. *(max 40 points)*
4. Please describe your capacity to fulfill the project as described below. *(max 40 points)*

Criteria for the sub-recipients:

1. Ability to provide required services within the county, including clear and adequate financial controls, experience administering grant funds, adequate capacity to hire, house, equip, and supervise staff.
2. Demonstrated success in meeting contract deliverables and deadlines.
3. Demonstrated success in implementing related programs in the community.
4. Experience and ability to carry out the intended work (description below).

Description of Intended Work

On July 1, 2019, Healthy Acadia, with support from Maine’s Substance Abuse and Mental Health Services, launched the Maine Alliance for Recovery Coaching (Maine-ARC) to support volunteer-driven, community recovery coaching throughout 5 counties in Maine: Hancock, Piscataquis, Somerset and Waldo and Washington counties. Through Maine-ARC, Healthy Acadia and partners will implement highly effective, community-based recovery coaching systems, engaging multiple community partners in each county, such as health care sites, treatment sites, jails, drug courts, pre-release sites, social service agencies, harm reduction sites, law enforcement sites, and other community partners. Through engaging partners in the 5 counties of service and providing high quality training, recruitment, supervision, systems development, and data collection, Maine-ARC will develop effective, far reaching volunteer-based peer recovery coaching programs that promise to build healthier communities and help people succeed on their recovery journeys.

In Piscataquis, Somerset and Waldo counties, Healthy Acadia will contract with organizations through an application process to serve as the sub-recipients to lead recovery coach coordination in their respective counties. Healthy Acadia will provide a **sub-award of \$65,000 to each sub-recipient organization** to hire a Recovery Coach Site Coordinator (RCSC) and to provide for certain expenses for the program.

Responsibilities of the sub-recipient organizations include:

- Hire the Recovery Coach Site Coordinator (RCSC) and provide supervision for the position, with support and oversight from Healthy Acadia. The RCSC will lead the following efforts:
 - Recruit, supervise, and coordinate volunteer recovery coaches; including to coordinate CoacherVisions (recovery coach supervision sessions) for their community recovery coach volunteers, at least on a monthly basis, and provide ongoing support and supervision as needed for each volunteer.
 - Develop community networks and systems for recovery coach referrals, developing protocols for referral and engagement with Recovery Coaches at minimum of fifteen (15) community resources per county by June 30, 2020.
 - Serve at least 20 recoverees by June 30, 2020, completing baseline and ninety (90)-day assessments using data measures provided by Healthy Acadia.
 - Collect and submit to Healthy Acadia high quality data, using data measures provided.
 - Attend mandatory trainings and CoacherVision sessions coordinated by Healthy Acadia.
- Ensure adequate logistical support for recovery coaching program, including private, safe spaces for coaching, equipment needed such as a laptop, phone, and secure fax line.

- Maintain adherence to all program requirements, including fiscal accountability and program fidelity.

Responsibilities of Healthy Acadia include:

- Provide no-cost training to the RCSC as well as community members and potential volunteers, including *Recovery Coach Academy and Ethical Considerations for Recovery Coaches*.
- Provide in-depth, no-cost training regarding the “Community Recovery Coach System” to all RCSCs and other relevant sub-recipient organization staff. Training includes:
 - a. Data and administrative systems,
 - b. Recruitment and engagement of community volunteers,
 - c. Community coalition development,
 - d. Building recovery ready communities,
 - e. Volunteer orientation process,
 - f. The launch, support, and coordination of coaches, including implementing monthly CoacherVision (or more as needed),
 - g. Recruitment and engagement of referral sites for recovery sites, e.g. healthcare sites, treatment sites, jails, community organizations,
 - h. Ongoing support and technical assistance for referral sites to engage in community recovery coach system,
 - i. Continuing education on recovery resources, and
 - j. Ensuring sustainability for the future.
- Provide ongoing support and technical assistance to each of the RCSCs and the sub-recipient organizations. Hold mandatory monthly CoacherVision sessions with RCSCs to support them in their coaching and coordination efforts, and provide ongoing supervision and support to the RCSCs as needed, offering support, supervision, guidance and technical assistance to the local sites in order to most effectively implement the program statewide. Healthy Acadia staff will provide the needed support to ensure that RCSCs are well-equipped to offer the CoacherVision and support to their volunteers, to build their local Community Recovery Coach System, to collect the data needed, and to best support each individual along their recovery journey.
- Manage contracts and submit all required data and reporting to Maine SAMHS.

While this program is currently funded for one year, it is the intention of Healthy Acadia and partners to continue to support and expand this work in the years to come. We look forward to working with partners throughout the region to build healthier communities for all, where recovery is supported, empowered, and celebrated.