

**SD COUNCIL ON DEVELOPMENTAL DISABILITIES
GRANT APPLICATION - - TITLE PAGE**

Applicant Organization Black Hills Works, Inc.

Address 3650 Range Road, Rapid City, SD 57702

Telephone 605-343-4550 Federal ID Number 46-0341382

Project Director Kristina Roth

Address/Telephone 726 St Joseph St, RC, SD 57701 605-718-7383

Email Address: kroth@bhws.com

Type of Organization Nonprofit Tax Exempt? Yes

Under "Type of Organization" indicate all of the following that apply: State, county, municipality, or other public institution; nonprofit or profit private institution. If "nonprofit" and/or "tax exempt", proof of status may be requested.

Title of Project Mental Health & Behavioral Support Staff Training

Project Begins July 2026 Project Ends Sept 2026

Total Council Funds Requested 34,016 Total Project Budget 54,041

Michelle Aman
Authorizing Official (please type name)

Michelle Aman
Signature

VP of Specialty Services

VP of Specialty Services

Title and address, if different from Project Director listed above.



ASSURANCES

1. The applicant assures that grant funds made available under the South Dakota Council on Developmental Disabilities will not be used to supplant state or local funds, but will be used to increase the amounts of such funds that would be made available for other similar activities.
2. The applicant assures that grant funds made available under the South Dakota Council on Developmental Disabilities will be used to complement and augment rather than duplicate or replace services for individuals with developmental disabilities and their families who are eligible for Federal assistance under other state programs.
3. The applicant assures that fund accounting, auditing, monitoring and such evaluation procedures as may be necessary to keep such records as the South Dakota Council on Developmental Disabilities shall prescribe will be provided to assure fiscal control, proper management, and efficient disbursement of funds received through the South Dakota Council on Developmental Disabilities.
4. A clear audit trail must be maintained for each source of funding. Receipts, expenditures and disbursements must be individually accounted for from each source of funds.
5. The applicant agrees to submit reports indicating activities undertaken, expenditures, match provided, program income and general progress of the project. Projects are required to submit a final report at the end of the grant funding period.
6. The applicant certifies that the program contained in its application meets all the requirements, that all the information is correct, that there has been appropriate coordination with affected agencies, and that the applicant will comply with all provisions of the South Dakota Council on Developmental Disabilities and all other applicable laws.
7. The applicant understands that although an effort will be made to continue the funding of projects of proven effectiveness or with a record of proven success, each project must stand on its own merit each year. No project will be

guaranteed continued funding. NOTE: Projects/programs must re-apply annually for funding.

8. This agreement depends upon the continued availability of federal funds and expenditure authority from the Legislature for this purpose. This agreement will be terminated by the State if the Legislature fails to appropriate funds or grant expenditure authority. Termination for this reason is not a default by the State nor does it give rise to a claim against the State.

9. The applicant also understands and agrees: 1) that funds received are to be expended only for the purpose and activities covered by the applicant's approved application and budget, and 2) that the grant may be terminated at any time by the South Dakota Council on Developmental Disabilities if the applicant fails to comply with the provisions of the South Dakota Council on Developmental Disabilities, legislation or any of the certified assurances listed above and in the grant agreement.

CERTIFICATION - I certify that I have read and reviewed the above assurances and will comply with all provisions of the South Dakota Council on Developmental Disabilities legislation and all other applicable federal and state laws.



Signature of Authorizing Official

4/22/26

Date

Michelle Aman, VP of Specialty Services

Typed Name and Title

3650 Range Road, Rapid City, SD 57702

Address

605-718-6202

Telephone Number

Description	(A) Requested DD Council Funds	(B) Allowable Match from Applicant**	(C) Allowable Match from Other Agencies**	(D) Total Contract Grant Budget (A+B+C)	(E) Un-allowable Match from Applicant & Other Agencies	(F) Total Project Budget (D+E)
PERSONNEL						
18 hours BHW staff time for marketing/communications and logistics coordination @ \$25/hr, Karyn Harvey		\$ 450.00		\$ 450.00		\$ 450.00
BHW staff time at 12-hour Motivational Interviewing Virtual Training, 40 staff @ \$25/hr		\$ 12,000.00		\$ 12,000.00		\$ 12,000.00
12 hours @ \$25/hr staff time managing Motivational Interviewing training		\$ 300.00		\$ 300.00		\$ 300.00
BHW IT/Tech support Staff time, 4 hours @ \$25/hr		\$ 100.00		\$ 100.00		\$ 100.00
NextGen Synergy Pass BHW staff oversight, 16 hours @ \$25/hr		\$ 400.00		\$ 400.00		\$ 400.00
NextGen Synergy Pass BHW staff internal communications, 6 hours @ \$25/hr		\$ 150.00		\$ 150.00		\$ 150.00
Ukeru BHW staff logistics, 8 hours @ \$25/hr		\$ 200.00		\$ 200.00		\$ 200.00
Ukeru BHW staff trainee time, 10 staff, 16 hours @ \$25/hr		\$ 4,000.00		\$ 4,000.00		\$ 4,000.00
BHW staff grant administration, 12 hours @ \$25/hr		\$ 300.00		\$ 300.00		\$ 300.00
BHW staff supervisory oversight of grant trainings, 8 hours @ \$25/hr		\$ 200.00		\$ 200.00		\$ 200.00
BHW staff internal evaluation, 8 hours @ \$25/hr		\$ 200.00		\$ 200.00		\$ 200.00
18 hours Advance staff time for marketing/communications and logistics coordination @ \$25/hr, Karyn Harvey			\$ 450.00	\$ 450.00		\$ 450.00
TRAVEL						
CONTRACTUAL						
Karyn Harvey - Rapid City training fee	\$ 2,000.00			\$ 2,000.00		\$ 2,000.00
Karyn Harvey - Brookings training fee	\$ 2,000.00			\$ 2,000.00		\$ 2,000.00

Airfare (Baltimore-RC-SF-Baltimore)	\$	1,100.00				\$	1,100.00		\$	1,100.00
Rental Car from Sioux Falls airport to Brookings, two days, round trip	\$	250.00				\$	250.00		\$	250.00
Hotel - 4 nights @ \$250/night	\$	1,000.00				\$	1,000.00		\$	1,000.00
Meals/Incidentals (GSA Federal Rate, \$68 @ 4 days)	\$	272.00				\$	272.00		\$	272.00
Motivational Interviewing Virtual Training, up to 40 BHW staff	\$	8,000.00				\$	8,000.00		\$	8,000.00
NextGen Synergy Annual Pass - BHW staff access	\$	5,000.00				\$	5,000.00		\$	5,000.00
Ukeru Train the Trainer Certification, 2 trainers to train 10 BHW staff (\$950 per certification), 2 day course	\$	9,500.00				\$	9,500.00		\$	9,500.00
Airfare (VA-RC-VA), 2 Ukeru trainers @ \$1,000 each	\$	2,000.00				\$	2,000.00		\$	2,000.00
Car Rental	\$	350.00				\$	350.00		\$	350.00
Hotel - 4 nights, 2 Ukeru trainers, \$250/night	\$	2,000.00				\$	2,000.00		\$	2,000.00
Meals/Incidentals (GSA Federal Rate, \$68 @ 4 days x 2 trainers)	\$	544.00				\$	544.00		\$	544.00
OPERATING EXPENSES										
Karyn Harvey Space Rental-BHW	\$	300.00				\$	300.00		\$	300.00
Karyn Harvey Space Rental-Brookings	\$	300.00				\$	300.00		\$	300.00
Motivational Interviewing Printed Materials	\$	75.00				\$	75.00		\$	75.00
Ukeru - BHW Space Rental, 2 days	\$	600.00				\$	600.00		\$	600.00
EQUIPMENT										
OTHER										
GRAND TOTAL	\$	34,016.00	\$	19,275.00	\$	750.00	\$	54,041.00	\$	54,041.00

** Be sure the Budget Narrative specifies the type of allowable match (in-kind, cash, etc.) and the source of the matching funds.

Utilize the formulas found in the instructions to compute the percentages of Council funds and matching funds.

Black Hills Works – Mental Health & Behavioral Support Training Project Summary

Intent

Black Hills Works is requesting grant funding to equip direct support staff with proven knowledge and skills in mental health and behavioral support for adults with intellectual and developmental disabilities. BHW is also partnering with Advance in Brookings to extend Karyn Harvey's Trauma-Informed training to eastern South Dakota. These trainings will increase staff capacity and support person centered, trauma informed care.

Four Training Projects

1. Trauma-Informed Care – Karyn Harvey, Ph.D.

- In-person, one-day training sessions in Rapid City and Brookings
- Research shows people with IDD are 3–4x more likely to experience trauma; PTSD rates may reach 10–40% in this population
- Helps staff understand that behaviors are often symptoms of deeper trauma

2. Motivational Interviewing – Maia Consulting Group

- 12-hour virtual training for up to 40 BHW staff
- Empowers direct support professionals to support participant independence, self-direction, and decision-making
- Evidence-based approach shown to improve employment, health, and behavior outcomes for people with IDD

3. NextGen Synergy Annual Pass

- On-demand professional development platform for all 274+ DSPs and supervisors for one full year
- Covers mental health, behavioral support, and physical health

4. Ukeru Restraint-Free Trainer Certification

- Two-day, in-person train-the-trainer certification for 10 BHW staff
 - Ukeru is an evidence-based, trauma-informed crisis management system — no physical restraints
 - Certified BHW trainers will then train other BHW staff
 - Reduces staff injury, burnout, and turnover; improves safety for participants
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Intended Outcomes

- Up to **75 BHW staff** trained in trauma-informed care
 - Up to **75 Advance staff** (Brookings) trained in trauma-informed care
 - **40 BHW staff** trained in motivational interviewing
 - **274+ DSPs and supervisors** with access to NextGen on-demand training for one year
 - **10 BHW staff** certified as Ukeru trainers, authorized to train all BHW staff
 - All trainings completed by **September 2026**
 - Broader impact: all **591 BHW participants** stand to benefit from better-equipped staff
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Grant Request: \$34,016 in Council Funding, with a \$20,025 in-kind match from BHW and Advance, a total match of 37% from the total project budget of \$54,041.

Black Hills Works – Mental Health & Behavioral Support Training Grant Abstract

Statement of Need

Black Hills Works supports 591 adults with intellectual and developmental disabilities. Mental health and behavioral support services for this population are critically limited in western South Dakota. Increasing staff capacity to utilize evidence-based best practices when supporting our participants and their mental health and behavioral needs will improve person-centered cultural and help reduce staff turnover.

Proposed Project + Goals, Objectives, and Methods

The overarching goal is to equip all direct support staff and supervisors with proven skills to better support the mental and behavioral health of participants. Specific objectives include:

- Train up to **75 BHW staff** in trauma-informed care (Karyn Harvey, Rapid City)
 - Train up to **75 Advance staff** in trauma-informed care (Karyn Harvey, Brookings)
 - Train **40 BHW staff** in motivational interviewing (12-hour virtual training)
 - Provide **274+ DSPs and supervisors** with one year of NextGen Synergy on-demand access
 - Certify **10 BHW staff** as Ukeru trainers, who will then train other BHW staff
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Evaluation

BHW's training staff have developed individual evaluation plans for each of the four trainings. Each plan outlines performance measures, estimated targets, participant satisfaction measures, and data collection and reporting methods.

Black Hills Works Mental Health and Behavioral Support Training Grant

PROJECT NARRATIVE

Statement of Need:

Mental health and behavioral support for our participants at Black Hills Works is a top priority and growing area of need. These types of services are very limited in our area. Equipping staff with knowledge and skills to best support mental health and behavioral needs in our participants will help fill this gap. We do have a mental health therapist on staff, but participants thrive when DSPs can support them throughout their entire day and week, beyond a one-hour appointment.

We know we best serve our participants by ensuring our staff have the knowledge and resources they need to respond with skill, compassion, curiosity, and creativity. The trainings we intend to provide will provide invaluable knowledge and skill growth for our staff in best practices for mental health and behavioral support for our participants, as discussed below.

Black Hills Works supports 591 adults with intellectual and developmental disabilities through comprehensive programming that includes 25-plus residential options, employment support, transportation, medical coordination, all-ability arts, recreation, and more. We employ 274 direct support professionals, plus residential supervisors, internal case managers, job coaches, supported living specialists, and shared living specialists. **Ultimately, all 591 of our participants have the potential be impacted by these staff trainings.** The trainings we would like to offer are not covered through HCBS and their expense is outside of our operating budget.

We are also coordinating with Advance in Brookings to bring Karyn Harvey to eastern South Dakota, reaching additional CSPs and their staff, and ultimately the participants they serve.

We intend to offer the following trainings for our staff, which are discussed separately below:

Project 1: Trauma-Informed Training with Karyn Harvey, Ph.D.

Project 2: Motivational Interviewing Virtual Training through Maia Consulting Group

Project 3: NextGen Synergy Annual Pass

Project 4: Ukeru Restraint-Free Trainer Certification

These four trainings complement each other very well and, together, will provide a comprehensive approach to increasing staff knowledge and staff ability to support the mental health and behavioral needs of our participants. We will increase staff capacity while supporting ongoing cultural shifts toward person-centered and trauma-informed care.

Project 1: Trauma-Informed Training with Karyn Harvey, Ph.D.

Dr. Karyn Harvey is a distinguished leader in the field of trauma-informed care for individuals with intellectual and developmental disabilities.

Research tells us:

- People with intellectual disabilities are three to four times more likely than people without ID to experience adverse events such as abuse, neglect, and medical trauma (Brenner et al., 2018; Daveney et al., 2019; Haruvi-Lamdan et al., 2018 in PubMed Central).
- People with IDD experience more adverse events during childhood and adulthood than those without IDD, and most often experience multiple potentially traumatic events or polyvictimization. PTSD prevalence rates may range from 10% to 40% or higher in mental health care settings. (Science Direct)

Dr. Harvey explains that behaviors are often symptoms of something deeper. Our participants at Black Hills Works live with these same realities. Providing our staff with the skills they need to support our participants from a trauma-informed perspective is crucial to everyone's wellbeing. It can prevent further trauma and promote ongoing healing as well.

Project 2: Motivational Interviewing Virtual Training through Maia Consulting Group

Supporting our participants to be independent and self-directed is another primary goal of our services. The personal relationships our direct support professionals build with our participants readily lends itself to motivational interviewing (MI).

Motivational interviewing does not have to be limited to therapists: "It can and should be used by anyone providing a service to someone with a developmental disability. The four-step MI process (engaging, focusing, evoking, and planning) is particularly valuable for people with DD who may feel they lack control over their own lives and decisions." (MHDDCenter)

Many sources point to its usefulness for the population we support:

- MI is grounded in the principle of patient autonomy — ensuring individuals have choice and decision-making power over behavior change. When professionals ignore ambivalence and simply tell individuals what to do, it triggers psychological reactance, increasing resistance rather than cooperation. (PubMed Central)
- MI is also a promising method for increasing treatment motivation among people with mild intellectual disability and challenging behavior. (ResearchGate)
- MI's efficacy has been demonstrated across numerous randomized trials and settings. The approach helps clients move from controlled or coerced motivation

toward autonomous motivation — the form of motivation most associated with lasting behavior change. (PubMed Central)

- People with developmental disabilities often feel they lack control over their lives because they need substantial help with daily tasks and decision-making. MI's focusing step helps restore that sense of agency by ensuring goals are always decided collaboratively, not unilaterally by the professional. (MHDDCenter)
- MI improves outcomes in employment, health, and behavior for people with IDD. A study in the *Australian Journal of Rehabilitation Counselling* tested a combined MI and cognitive-behavioral approach with 52 adults with intellectual disabilities in vocational rehabilitation. The intervention group showed significantly higher motivation to seek employment and fewer career-dysfunctional thoughts compared to the control group. (Cambridge Core)

We are very eager to train 40 staff in motivational interviewing and further empower our participants to be independent.

Project 3: NextGen Synergy Annual Pass

The NextGen Synergy Pass will give Black Hills Works staff access to an ongoing library of professional development resources for one full year. It includes virtual trainings, mini trainings, opportunities for case presentation, and more. NextGen is the leader in the field when it comes to providing mental health services to the IDD population. While the focus is on mental health, it also includes tools related to the Fatal 5, since mental health can be directly impacted by physical health. Retention of direct support professionals is a constant challenge. When staff often feel under-resourced, having access to quality learning content signals that we invest in the people who show up every day for the people we serve. NextGen access is like putting a professional development toolbox in the hands of every staff member — on their own schedule, in their own learning style.

NextGen's focus is on:

- Building real clinical and relational capacity, not just check training boxes
- Supporting DSPs, clinicians, supervisors, and leaders at every level
- Reducing isolation by replacing “figure it out alone” with shared problem-solving
- Strengthening retention, confidence, and culture through meaningful investment in people
- More confident, skilled, and engaged teams
- Stronger alignment around person-centered values
- Improved retention through meaningful professional investment
- Greater readiness to respond to behavioral, clinical, and system challenges

We value our staff and are constantly implementing ways to better support them in the important work we do. We are thrilled to know this resource exists.

Project 4: Ukeru Trainer Certification

As is the case at most community service provider agencies, some Black Hills Works' participants experience emotions and reactions that lead to behaviors that are not safe for them or the people around them. We have two homes designated for individuals with higher behavioral needs, but participants have displayed aggressive behavior at several other residences and at our day service sites as well. These situations have led to staff injuries, participant injury, and claims.

Traditional physical restraints and seclusion, however, carry serious risks in these situations. Traditional restraints bring ethical, legal, and safety concerns, including physical harm and long-term trauma. They can interfere with breathing and heart rate, cause injuries, and damage relationships with staff. Likewise, managing these behaviors can lead to burnout and trauma for staff and increase turnover.

Fortunately, Ukeru offers a proven alternative. Ukeru (from the Japanese word meaning "to receive") is a restraint-free, de-escalation crisis management system developed by Grafton Integrated Health Network, a Virginia-based organization serving individuals with intellectual, developmental, and psychiatric disabilities. Ukeru is grounded in two distinct, evidence-based structures — applied behavior analysis (ABA) and trauma-informed approaches. Ukeru builds preventative strategies for behaviors of concern. For situations where verbal strategies are insufficient, the system incorporates blocking using soft, cushioned equipment. Their results demonstrate very clinically significant reductions in restraint frequency, staff injury, and increase in client goal mastery. They've also found that this system improves staff safety, retention, and well-being.

Each Ukeru training covers:

- Verbal and nonverbal communication to convert/divert an aggressive individual
- Physical release techniques that keep both client and caregiver safe
- Physical re-direction to avoid injury and self-harm
- Safe Blocking®—the only trauma-informed, restraint-free blocking technique

Ukeru training offers perfect integration with the other mental and behavioral health trainings we are planning. We want to protect our valued staff while also treating participants with safety and care in times of distress.

Goals, Objectives and Action Plan:

Goals:

- Equip DSPs and supervisors with proven knowledge and skills that will help them best support the mental and behavioral health of our participants.
- Support cultural shift toward person-centered and trauma-informed care.

- Complete all trainings by September 2026.

Measurable Objectives:

Trauma Informed Care

- Conduct training with Karyn Harvey
- Up to 75 participants at BHW
- Up to 75 participants East River
- Increase attendee's knowledge of trauma-informed care
- Evaluate outcomes of training; see evaluations for specific measurements.

Motivational Interviewing Virtual Training

- Provide 12-hour virtual motivational interviewing training to up to 40 BHW staff
- Increase attendee's knowledge of how to use Motivational Interviewing during their interactions with our participants
- Evaluate outcomes of training; see evaluations for specific measurements.

NextGen Synergy Annual Pass

- Provide 274 direct support providers and their supervisors with access to one year of NextGen Synergy Annual Pass.
- Increase staff knowledge and skills across several
- Evaluate outcomes of training; see evaluations for specific measurements.

Ukeru Trainer Certification

- Provide in-person, train-the-trainer to 10 BHW staff by Ukeru certified trainers. Two-day, 16-hour trainer certification course.
- These 10 BHW staff are then authorized to train all BHW staff
- Evaluate outcomes of training; see evaluations for specific measurements.

Reaching underserved populations:

By definition, all of our participants fall into an underserved population. Our participant demographics reflect that of the Rapid City metro area, with a slightly higher number of Native American individuals than in the general population: 77% white, 11% Native American, 6% Hispanic, 7% mixed races, African American, or Asian.

Organization & staff qualifications:

Black Hills Works is led by a CEO, COO, CFO, and vice presidents. Tanya Fritz, Senior Director of Communications and Culture, along with Brookley Gjerset, Director of Behavioral Health, will be responsible for the administration of these services. They will have assistance from our training team and our specialty services team. Black Hills Works has the administrative and fiscal capacity to plan and host these trainings.

Black Hills Works' trainings will be held at our administrative offices in Rapid City, SD. We have large staff training rooms for both in-person and virtual trainings. The East River training will be hosted by Advance in Brookings, SD.

Resumes and qualifications are attached for our staff as well as our proposed speakers and consulting organizations.

Evaluation & Consumer Satisfaction Information

Black Hills Works training staff have developed evaluation plans for each of the four trainings we are proposing. Copies of the full evaluation for each training are included in our attachments. They outline performance measures and estimated targets, participant satisfaction, and how participant information will be gathered and reported, as specific to each individual training.

Tanya Fritz, Senior Director of Communications and Culture, is responsible for overseeing monitoring and evaluation. She will have support from our on-staff training team who work with her, including Brookely Gjerset. Paige Jorgensen in Brookings will coordinate the East River training.

Performance Measures

The performance measures under the System Change category will best fit our project, including SC 1.3, SC 1.4, and SC 1.5. These trainings will support systemic change regarding best practices to support the mental and behavioral health of adults with intellectual disabilities.

Participant Information Required

All participants will be required to complete the Participant Information form when they attend a training. At in-person trainings, physical copies will be collected when a training is over. For virtual trainings, we will require an electronic copy to be completed.

BUDGET NARRATIVE

Black Hills Works is requesting Council funds for training costs. The training budget has been developed using the actual fees for the trainers, whether in-person, virtual, or on-demand software. Additional expenses include airfare, hotel, and federal per diem rates for food for Karyn Harvey (in Rapid City and Brookings) and two trainers from Ukeru.

Fees:

Karyn Harvey charges \$2,000 per one-day training session. She is offering trainings in Rapid City and Brookings, for a total of \$4,000.

Current multi-stop airfare from Baltimore, MD to Rapid City, SD to Sioux Falls, SD to Baltimore, MD is \$1,000. Karyn would also need a rental car from Sioux Falls to Brookings, estimated at \$250. Four nights in a hotel (two nights per location) is estimated at \$250 a night, for a total of \$1,000. The GSA Federal Service rate for travel is \$68 a day. At four days, this is \$272. Karyn Harvey training and associated expenses total \$6,622.

The Motivational Interviewing training will be held virtually with Maia Consulting Group. The fee for this is \$8,000.

The NextGen Synergy Annual pass is a flat annual rate of \$5,000. This will be accessible to all of our DSP staff.

The Ukeru "train the trainer" certification program is \$950 per individual being trained. We intend to train 10 staff, for a total of \$9,500. Ukeru will send two trainers to Rapid City. Roundtrip airfare from Winchester, VA to Rapid City, SD is estimated at \$1,000 per flight, for a total of \$2,000. Hotel rooms are \$250 per night, for two rooms, for four nights, for a total of \$2,000. The GSA Federal Service rate for travel is \$68 a day. At four days, times two individuals, this is \$544. Rental car is estimated at \$350. The total for the Ukeru certification expenses is \$14,394.

Total expenses for all trainers and associated costs are \$34,016.

Applicant In-Kind Match:

Karyn Harvey Training:

Black Hills Works will contribute considerable staff time to prepare, coordinate, and evaluate these trainings. We have averaged staff time for these responsibilities at \$25/hour. We estimate 18 BHW staff hours for Karyn Harvey's training, for a total of \$450. BHW will donate training space at \$300 day, for one day. Advance in Brookings will donate 18 staff hours at \$25/hr (\$450) plus \$300 for the training space.

Motivational Interviewing Virtual Training:

We estimate 40 BHW staff will participate in the Motivational Interviewing Virtual Training. At 12 hours each, times \$25/hr, this is \$12,000 (40x12x25). An additional 16 hours' staff time will be donated for coordinating, evaluating, and managing IT for this training, at a total of \$400. We will provide \$75 in printing materials for this training.

NextGen Synergy Pass Training:

We estimate 22 hours of BHW staff time for platform onboarding, user management, tracking, and evaluation with the NextGen Synergy pass, for a total in-kind of \$550.

Ukeru Training:

We estimate 8 hours of staff oversight and coordination of the Ukeru training, at a total of \$200. Ten staff will participate in the training for 16 hours, for a total of \$4,000 (10x16x25).

Black Hills Works will also donate training space for the Ukeru sessions, at \$300 per day x 2 days, for a total of \$600.

All Trainings:

Additional staff time for these trainings includes grant administration of 12 hours at \$25/hr for \$300. Supervisory oversight is estimated at 8 hours x \$25 for a total of \$200. Internal evaluation staff time is estimated at 8 hours x \$25 for a total of \$200.

Applicant in-kind match totals \$20,025 for all trainings. This is 37% of the total budget, well above the 25% required match.

Thank you for your consideration of our request!