

# Behavioral Health Justice Intervention Services Project (BHJIS) — Implementation Grants

## *Deliverable-Based Budget Form*

As a part of the proposal, you must submit a deliverable-based budget and a budget justification. This part of your proposal is reviewed and scored to ensure compliance with the grant requirements, relationship between the costs and the proposed project activities, and cost reasonableness.

***The budget form and justification MUST be submitted with your application.***

The BHJIS Project is funded by the Substance Abuse and Mental Health Services Administration (SAMHSA) through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA).

Grantees can apply for funding of a minimum of \$50,000 and no more than \$700,000 each.

**For budgeting purposes, the start date is February 15, 2022, and the end date is February 14, 2023.**

## DELIVERABLE-BASED BUDGET SCHEDULE SUBMISSION INSTRUCTIONS

The first deliverable will be a Project Implementation Plan that will be due 30 days from the start of the project.

For the other deliverables, some may occur once, while others may be quarterly.

Identify key deliverables that you will accomplish. Examples might include the following:

- Conduct 12 community stakeholder meetings to identify community concerns and priorities in establishing co-responder services.
- Review models of fire department–based co-responder systems, conduct a feasibility analysis for implementing it in our community, and develop a presentation summary.
- Purchase necessary radio communications equipment.

Note: Include in the budget development of quarterly and final project reports as well as participation in required BHJIS Learning Collaboratives and webinars. For budget planning, assume 1-day in-person Learning Collaboratives in October 2022 and January 2023 and virtual Learning Collaboratives (likely 4–6 hours each) in other quarters.

Some deliverables may be quarterly, for example:

- Co-responder team responds to calls from community, as documented in quarterly report.
- Behavioral health reentry support peers meet individuals at release, assist in navigating to immediate community-based psychiatric or substance use disorder (SUD) care, and support transition to family and community, as documented in quarterly report.

For each deliverable, include the total cost for delivery. The total cost must only include allowable costs. The Amount (see template on p. 3) should include all costs for salaries, benefits, subcontractors, and direct and indirect costs. Provide a budget justification with sufficient detail to allow reviewers and DHCS to determine that this is a reasonable cost.

If you need assistance, email [BHJIS@ahpnet.com](mailto:BHJIS@ahpnet.com), and an AHP representative will be able to assist you.

**DELIVERABLE-BASED BUDGET TEMPLATE**

Item #	Deliverable Description	Amount	Scheduled Delivery Date
1.	Project Implementation Plan		3/15/2022
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			

12.			
13.			
14.			
15.			
	<b>TOTAL</b>		

**BUDGET JUSTIFICATION**

*In a separate document, attach a detailed budget justification for all line-item descriptions above.  
Upload in Excel, Word, or PDF format to the application portal.*