

# Streamline

Department of Health & Social Services Grantee Partnership Project, Phase II

## Desired Results

As a team of professionals, realign the department and grantee's efforts toward our shared goals of providing high quality services to Alaskans efficiently and effectively.

## Overall Project Objective & Goals

The overall goal of this project is to increase the efficiency and effectiveness of DHSS grant-making processes in order to:

- reduce administrative burden for DHSS while ensuring adequate fiduciary control;
- increase grantee/customer satisfaction; and,
- reduce the administrative burden for grantees to interface with the state.

### Project Co-Directors

Bill Hogan  
Commissioner

Patrick Hefley  
Deputy Commissioner



Sean Parnell  
Governor



Bill Hogan  
Commissioner

## Moving forward

The Alaska Department of Health and Social Services (DHSS) and its grantee partners — Rasmuson Foundation, Alaska Mental Health Trust Authority, Mat-Su Health Foundation and the Foraker Group — continue to move forward with recommendations from a study completed by Cliff Consulting, Inc. in October 2007.

### Logic Model Training of Trainers

The Grantee Partnership Project just completed its first DHSS Logic Model training for trainers to ensure DHSS continues to move its Health and Social Services programs to Outcomes Based Performance Models through a Logic Model. DHSS has mandated that each division have at least two staff members trained as Logic Model experts/trainers, who will support and provide training to their division's staff members as they implement Performance Based Outcomes into their programs. This an important piece of Commissioner Hogan's ongoing efforts to identify true success for all DHSS programs while standardizing how DHSS procures and manages its grant programs department wide.

The project thanks the Foraker Group and Marc Bolan for the excellent Logic Model training for trainers class they provided on Oct. 26 and 27. DHSS staff were very pleased with the training and excited to use their newfound knowledge with other DHSS staff members.

### Grantee Partnership Efforts

As DHSS continues to restructure programs using outcome to support success, DHSS (through the GPP) will continue to include grantees, while gathering information pertaining to assessment of need, target populations, methods of services delivery, etc. DHSS clearly understands that identifying outcomes of success for

programs throughout Alaska isn't always the easiest thing to accomplish, but by bringing grantees, communities, and other interested eligible organizations together, DHSS will be able to gather that important information, which will allow DHSS to more accurately solicit appropriate services to meet the needs of all Alaska citizens.

### Streamlining Grant Narrative Reports

The GPP continues to evaluate all 99 grant program narrative reports in hopes of streamlining the reporting requirements or reducing the number of times the report is required. This effort parallels the legislative intent language for grant programs under \$50,000. DHSS has posted an update on the DHSS homepage under Quicklinks, located at: <http://www.hss.state.ak.us> under "GPP Legislative Intent Language."

### Electronic Learning (E-Learning) Development

As DHSS finishes its Program Management Manual and continues its development of Grantee training and Logic Model training, it will begin the process of creating E-Learning training for all three curriculums. Establishing E-Learning will ensure all DHSS staff in all divisions are trained the same for managing grant programs. This ensures that our grantee partners only need to learn one style of management rules when working with DHSS. This also ensures ongoing consistency for years to come.

## Future Logic Model Training

DHSS will continue to offer Logic Model Training for all communities where there is an identified interest. If you or your community would like to see Logic Model training come to your community, please coordinate efforts throughout your community to identify interested organizations or community members. Training will be free to anyone who supports health and/or social services. If an agency would like to sponsor/host the training (assist in community notification and host the training at their facility) it would be greatly appreciated.

The GPP will continue to focus on:

- streamlining grant narrative reports by focusing on those programs that are beginning their first year of a multi grant year, starting in 2010;
- identifying new programs to implement logic models in support of outcome based programs;
- grantee training (Doing Grant Business with DHSS);
- creating Policy and Procedures for a Web Page Organizer to assist divisions in maintaining and keeping their Web pages up to date;
- ongoing quarterly program management training;
- ongoing policy development;
- finishing the Events SharePoint site, which will allow the department as a whole to piggyback on other division efforts to work with partnering grantees and community collaboration;
- identifying the cost savings to both DHSS and grantees as we continue to finalize streamlining efforts; and
- as we move toward the final year of this project, ensuring there is a mechanism in place to keep up with changes and to ensure the department acts as a whole when procuring and managing grant programs for years to come.

## Keep in touch

The department would like to hear from any DHSS grantees or employees regarding the Grantee Partnership Project. Please contact Chris Carson, [chris.carson@alaska.gov](mailto:chris.carson@alaska.gov) or (907) 465-6522.

If you have any questions or comments regarding grant management within DHSS, please contact Linda Hulse, Grant Manager, at [linda.hulse@alaska.gov](mailto:linda.hulse@alaska.gov).

Reminder: you can find every issue of Streamline and the Frequently Asked Questions (FAQs) at the following DHSS Web site: <http://www.hss.state.ak.us/grantees/>.

I hope this ongoing correspondence is helpful to you. If you have questions about the department's Grantee Partnership Project, please contact me at [chris.carson@alaska.gov](mailto:chris.carson@alaska.gov) or (907) 465-6522.

Chris Carson, Project Coordinator

## Reminder

The Streamline Newsletter will be published on a quarterly basis starting October/November 2009 and posted online.

The GPP homepage is at <http://www.hss.state.ak.us/grantees/default.htm>.

## Grants & Contracts Support Team

### Notice of Upcoming Request for Proposals

Follow this link to the upcoming RFPs as posted: <http://notes4.state.ak.us/pn/pubnotic.nsf/cc52605f7c156e7a8925672a0060a91b/a3ebee7c7984781389257648000163ec?OpenDocumentU>.

FY 2011 Anticipated Grant Program Procurements as of Sept. 2, 2009:

#### Behavioral Health

- Bring the Kids Home
- Rural Substance Abuse Prevention

#### Children's Services

- Alaska Children's Trust (New Grants)
- Early Intervention /Infant Learning — Consultant Grants (Vision & Hearing)
- Child & Family Visitation Center
- Early Intervention / Infant Learning — Regional Grants
- Family Preservation
- Family Support
- Time Limited Family Reunification

#### Juvenile Justice

- Federal Formula Native American Pass Through
- High Risk Youth Offender Reentry

#### Public Assistance

- Adult Basic Education Tutors
- Child Care Assistance Program
- Gambell Job Center Child Care
- Transportation Services

#### Public Health

- HIV/AIDs Prevention
- K–12 Tobacco Prevention
- Emergency Medical Services & Injury Prevention

### eGrants New Project Manager

Joyce Douglas is the new Project Manager for eGrants and is also a recent addition to the Department's IT Strategic Planning Project Management Office. She comes from the Department of Labor and Workforce Development. Some of her recent projects at Labor were the Alaska Labor Exchange System (ALEXsys), the Workforce Investment Performance System (WIPS – grants management), and the Labor Standards and Safety Certified Payroll system. She holds a Master of Science in Project Management from UAA and has been a focus presenter at the Project Management Institute (PMI) North America Congresses in Seattle and Atlanta.



Douglas

Her current goals for eGrants include assessing the current eGrants application areas for improvement, formalizing the desired project deliverables to meet the Department's vision, and working with the team to develop a strategy to meet that vision.

She enjoys playing the organ, hiking with her two sons and husband, and teaching project management part time at the University.

### Performance Based Grants

The eGrants team has been instrumental in developing tools necessary to achieve department goals, including a new Grant Closeout Performance Report which clearly evaluates grantees' success in providing services. This modification of existing software made possible a letter of recognition to be sent to those grantees that successfully meet the requirements of their programs.

**Continued page 4**

## Grants & Contracts Support Team cont'd

### Did You Know?

In state fiscal year 2009 the Department of Health and Social Services awarded \$159,636,583 in operating grants. This amount represents 653 grants in 99 programs.

### Amount awarded by division

Behavioral Health .....	\$61,950,499
Finance & Management Services .....	\$2,825,610
Health Care Services.....	\$20,000
Juvenile Justice .....	\$998,739
Office of Children's Services .....	\$19,543,312
Public Assistance .....	\$32,557,169
Public Health.....	\$15,606,533
Senior & Disabilities Services .....	\$26,134,721

The department publishes an annual report detailing all programs and grants awarded each fiscal year. This report is available at <http://www.hss.state.ak.us/FA/grants/pdfs/09GrantBook.pdf>.

### Grants and Contracts Web site Updated

The Grants and Contracts Section has been working with James Marlow, Internet Specialist II, to update the G&CST Web page.

In addition to links to the Administrative Manual, the Contracts Award Manual, and Budget Guidelines for Grantees, there are also new features such as interactive maps of DHSS Service Regions and Leased Properties.

There is also a survey where you can provide feedback on the new design, and let us know what other tools you would find useful.

The new site is expected to go online this Thanksgiving.