# Community Health Worker (CHW) State Policy Development: Application for In-State Technical Assistance

This application is designed to help NASHP understand each state applicant’s goals and objectives for participating in an opportunity to develop CHW State Policy. NASHP will select states using the criteria described in the [request for applications (RFA) guidelines](https://nashp.org/community-health-worker-chw-state-policy-development-in-state-technical-assistance-opportunity/).

NASHP will notify each state of the status of its application the week of April 10, 2023. For questions or inquiries, please contact Elinor Higgins ([ehiggins@nashp.org](mailto:ehiggins@nashp.org)).

## How to Apply

* Please submit this application and any optional letters of support email to Elinor Higgins (ehiggins@nashp.org) by **5 p.m. (ET) April 5, 2023**.
* Your application must include:
  + This completed form (including team composition information below)
  + No more than a 3–5-page narrative describing your state’s goals for an in-state convening, relevant background and related initiatives, and rationale for team composition and CHW partners. Please see specific questions for the narrative at the end of this document.
  + Letters of support (optional)

### Informational Webinar

Interested state teams are encouraged to participate in one of the following informational webinars.

* March 14th, 12-12:30 p.m. ET – [Register here](https://us06web.zoom.us/meeting/register/tZAud-morD4sG9TT1bI0OQsdXa7JnboI4NII)
* March 22nd, 3:30-4 p.m. ET – [Register here](https://us06web.zoom.us/meeting/register/tZ0kfumrpzguG9b_r_ovbERzgJHQmhWqqBWw)

## Team Composition

* State applicants should identify a core team to participate in the technical assistance opportunity, which will culminate in a day-long, in-state meeting. The team should include at least two state officials or administrators at the necessary level of authority to implement the state’s specific goals and project activities. Teams should include an official from the state Medicaid and public health agencies, as well as any other state official with authority, funding, or programming that involves CHWs. Additional team members may include governor’s health policy leaders; legislators; leaders from health and human services agencies; diversity, equity, and inclusion leads; community engagement liaisons; data and informatics experts; or other agency leaders or others (such as local health departments) who can support team goals.
* The convening (and related agenda development) will also include any CHW representatives or leaders who are already connected with the state’s work. State teams will be asked to identify those individuals in their applications where possible. In addition, the NASHP team will assist in connecting the state team with CHW partners as needed and will provide support and meeting preparation for CHW representatives over the course of the technical assistance opportunity. **Funding (a stipend, as well as covered travel, lodging, and per diem) will be provided by NASHP for up to four CHW leads from each state — individuals working with the state already, leading CHW associations or networks, or in other relevant roles — to prepare for and attend technical assistance meetings.**
* Applicants should also identify a team lead who can provide overall leadership and serve as the primary point of contact. The team lead must be a state official.

### Team Roster

Please complete the core team roster below.

#### Team Member 1 (Team Lead)

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| --- |
| Name: |
| Title: |
| Phone: |
| Email: |
| Agency/Organization: |
| Assistant: |
| Assistant’s email: |

#### Team Member 2

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| --- |
| Name: |
| Title: |
| Phone: |
| Email: |
| Agency/Organization: |
| Assistant: |
| Assistant’s email: |

#### Team Member 3

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| --- |
| Name: |
| Title: |
| Phone: |
| Email: |
| Agency/Organization: |
| Assistant: |
| Assistant’s email: |

#### Team Member 4

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| Name: |
| Title: |
| Phone: |
| Email: |
| Agency/Organization: |
| Assistant: |
| Assistant’s email: |

#### Team Member 5

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| --- |
| Name: |
| Title: |
| Phone: |
| Email: |
| Agency/Organization: |
| Assistant: |
| Assistant’s email: |

**CHW Partners**

If the state team is already collaborating with CHW leaders in the state, please provide contact information for those individuals below. If further support is needed to connect the team with CHW partners in their state, the below section can be left blank and the NASHP team will work with the state team to make those connections. The team will provide support in identifying CHWs in the state, connecting CHWs and state officials, and preparing CHWs to participate in the in-state meeting.

**CHW Partner 1**

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| --- |
| Name: |
| Title: |
| Phone: |
| Email: |
| Agency/Organization: |
| Assistant: |
| Assistant’s email: |

**CHW Partner 2**

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| Name: |
| Title: |
| Phone: |
| Email: |
| Agency/Organization: |
| Assistant: |
| Assistant’s email: |

**CHW Partner 3**

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| Name: |
| Title: |
| Phone: |
| Email: |
| Agency/Organization: |
| Assistant: |
| Assistant’s email: |

## State Needs

Please rank the following topics from 1 (greatest need) to 8 (lowest need) to help us identify the specific types of expertise and resources that would help your state team make progress on your goals.

| **Topics** | **Rank (1–8)** |
| --- | --- |
| Developing or strengthening communication and information exchange across state agencies or between state officials and CHWs to advance best practices |  |
| Strengthening data exchange, collaboration, and communication among public health agencies, Medicaid programs, and other state agencies to support sustainable financing and infrastructure for the CHW workforce as part of health and health-related initiatives. |  |
| Aligning financing, blending, and braiding resources to create sustainable CHW programs, including the incorporation of funding related to COVID-19 response and recovery |  |
| Planning for or implementing Medicaid reimbursement for CHW services (e.g., a state plan amendment, alternative payment model, or 1115 demonstration) |  |
| Empowering CHW leaders and building infrastructure for sustained CHW engagement in policymaking |  |
| Strengthening community-based organization capacity as health system partners and CHW employers |  |
| Designing and planning a certification, training, or credentialing program for CHWs |  |
| Other (please specify): |  |

## State Goals and Relevant Background section

Please answer the following questions in the 3–5-page narrative:

1. What outcomes or specific objectives would your team have for this in-state technical assistance opportunity?
2. Does your state have existing initiatives or infrastructure that can support this work, such as a workgroup or commission, state CHW association, legislation, concept papers, or other foundational planning work around goals for the CHW workforce? Examples include reports on the status of the workforce, legislation directing state officials to conduct a rate study for CHW reimbursement, recurring planning meetings with a state CHW association, and other cross-agency/cross-sector planning activities.
3. Please describe current or previous collaboration among your state’s Medicaid agency, public health agency, CHW organizations, and/or other key organizations or partners that may provide a supportive platform for this work.
4. Please describe your state’s long-term goals (two to four total) related to building sustainable financing and infrastructure to support the CHW workforce as part of your health and health-related policies and programs and/or your goals for engaging CHWs in the state’s overall workforce development planning or community engagement efforts.