**General Application Milestones**

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| **THE ORGANIZATION RECEIVING FUNDING WILL NEED TO SUBMIT A** **QUARTERLY REPORT TO ARORP.****IF MILESTONES ARE NOT MET, FUNDING WILL BE RECOUPED BY ARKANSAS OPIOID RECOVERY PARTNERSHIP.****FUNDING IS MEANT FOR APPROXIMATELY TWO YEARS. YEAR TWO MILESTONES WILL BE SUPPLIED BASED ON THE BUDGET FOR YEAR TWO.**  |
| Project Milestones |

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| **1st set of milestones**  | **Due Dates** | **notes** |
| Hire case manager x2, operations manager, and executive director  | Prior to March 31, 2023 | Completed Executive Director Staci James hired 1/20/23, Operations Manager Kathy Zander hired 1/20/23, Case Manager Rachel Solis hired 3/16/23, Case Manager Christina Butler interview date 3/21/23 accepted position 3/23/23, resigned from her previous position giving a 2 week notice and HMC start date 4/7/23. |
| Purchase all insurance | Prior to March 31, 2023 | CompletedHealth insurance will start 4/1/23  |
| Develop user manual and training for staff and peers | Prior to March 31, 2023 | Completed and attached |
| Develop data tracking system  | Prior to March 31, 2023 | Completed and attached |
| Submit first ARORP report  | March 31, 2023 | Completed and submitted 3/30/23 |
| **2nd set of milestones**  | **Due Dates** | **notes** |
| Launch first round of direct mail advertising  | Prior to June 30, 2023 | Completed 6/14/23 |
| Complete CONNECT staff and peer training  | Prior to June 30, 2023 | Completed 5/10/23 |
| Launch You are Not Alone | Prior to June 30, 2023 | -Host grief sensitivity trainings for law enforcement (presentation to LR Police Academy on 4/14/23 and 10/13/23), clergy (met with faith leaders Dale Hall and Jared Harper to form connection and initiate integration and awareness into churches), and first responders (met with Washington Co. And Marion Co. Coroners); Host workshops, opportunities, and meetings for families; Assign case managers and peers to families; Provide real-time contact with family members through texting app; Assist in attaining insurance to address physical and mental needs; Network with counselors, first responders, law enforcement, funeral directors, specialized grief counselors; Partner with AR Children’s Hospital and Kaleidoscope Grief Center to address causes specific to adolescent grief (several attempts were made to initiate a meeting with no response. We will be moving forward to create our own program that is drug-related to be implemented in 2024); Implement specific adolescent grief support with AR Children’s Bereavement Department (the Good Mourning program is unable to prioritize adding an opioid cause-related-death specific element to their program at this time due to unavailability of data validation); Network with specialized grief/PTSD counselorsThe initiative officially launched on 6/15/23. Please see Data Tracking attachment notes for progress. |
| Host You Are Not Alone Launch Event | Prior to June 30, 2023 | Completed 6/15/23 |
| Begin to distribute YANA brochures | Prior to June 30, 2023 | Received from printer on 6/10/23 and began distributing on 6/15/23 |
| Complete staff and peer training | Prior to June 30, 2023 | Staff Training complete. (need dates Kathy) Peer training tentatively set for 9/23. Please see Data Tracking attachment notes for more information. |
| Launch CONNECT App | Prior to June 30, 2023 | Completed 6/8/23 |
| Host semi-annual 2023 grief course | Prior to June 30, 2023 | Began 5/23/23 and is ongoing |
| Launch Hope Movement: You are Not Alone website | Prior to June 30, 2023 | Completed and launched 5/18/23 |
| Submit quarterly ARORP report | June 30, 2023 | Completed and submitted 6/30/23 |
| **3rd set of milestones**  | **Due Dates**  | **notes** |
| Update on advertising, direct mail, and brochures | September 30, 2023 | With ARORP's approval, we moved from direct mailing to using MHP Team SI on 7/31. |
| Host Bridge the Gap 2023 | Prior to September 30, 2023 | Completed 08/31/2023. |
| Update on You Are Not Alone Services | September 30, 2023 | See attached report for update on YANA. |
| Submit quarterly ARORP report | September 30, 2023 | Completed and submitted 09/29/2023. |
| **4th set of milestones**  | **Due DateS** | **notes** |
| Update on advertising, direct mail, and brochures | Prior to December 31, 2023 | See attached data tracking. Over 1,500 brochures have been distributed and advertising has been conducted through Team SI with a transition to Running Pony for the upcoming 2024 year. |
| Host 2023 grief retreat | Prior to December 31, 2023 | Completed November 10 – 12.  |
| Host semi-annual 2023 grief course  | Prior to December 31, 2023 | Hosted grief course in Little Rock from May – July and was able to start an NWA chapter of the grief course in Springdale, held from October – December. |
| Update on You Are Not Alone | Prior to December 31, 2023 | See attached data tracking for update on YANA. |
| Yearly ARORP evaluation meeting | Prior to December 31, 2023 |  Completed on 12/14/2023. |
| Submit annual ARORP report  | December 31, 2023 | Completed on 12/30/2023. |