



Qualified Treatment Trainees Grants Program

Emerging Agency Awards

Emerging Agency Awards are intended to support an agency that has not historically been able to hire and supervise a post-graduate QTT to begin the preparations to do so using best practices. Eligible agencies have necessary activities to complete in order to have capacity to hire and internally supervise a post-graduate QTT position. Awards in the amount of \$5,000 are available.

- **Award Selection Process.** All applications received by the respective quarterly deadline will be reviewed and scored by the QTT Grants Program Advisory Committee according to priority criteria. CITEE and DHS will make the final award decisions. At that time, a notice will be published on the QTT grants program website that Emerging Agency Grant funds are no longer available and the application portal will be closed for the fiscal year.
- **Awards.** Emerging Agency Award recipients will receive notice of selection through a funding agreement provided by UW-Whitewater, detailing the award amount, required activities, and invoice process. An agency risk assessment will need to be completed as part of the post-award process.
- **Expected activities.** Emerging Agency Award recipients will be expected to engage and complete the following activities. Expected activities will be selected on the application in one of four (4) scope of work areas:
 1. **Recruitment** – create plan to identify, recruit and retain a postgraduate qualified treatment trainee position within the next 24 months.
 2. **Staffing and onboarding plan** – create plan to train, onboard and supervise a postgraduate qualified treatment trainee position within the next 24 months. Document specific training, supervision or learning activities the trainee would engage in. Formalize a process for trainee onboarding at the agency and document this process and/or policy.
 3. **Professional development** – provide supervision training opportunities for potential supervisors of qualified treatment trainee positions in the future. Supervisor position must be eligible to supervise a qualified treatment trainee position within the next 24 months.
 4. **Other** – please describe the specific activities your agency will complete to hire and supervise a trainee within the next 24 months.