

FY2021 Dual Training Grant Monitoring Report

Report Date: November 23, 2020

Virtual Review Date: November 23, 2020

Grantee: Community Health Organization

Address: 123 Community Street, Health, MN 12345

Website: www.communityhealthorganization.com

Other MN Addresses:

- Employer A, 1234 Street, Medical, MN 23456
- Employer B, 12345 Street, Community, MN 34567

Grantee Representative: Jacquelynn Mol Sletten, Financial Aid Administrator

Authorized Representative: Jacquelynn Mol Sletten, Financial Aid Administrator

Grantee staff participating in monitoring:

- Jacquelynn Mol Sletten, Financial Aid Administrator

State staff conducting monitoring:

- Jacquelynn Mol Sletten, Financial Aid Administrator

State staff participating in monitoring:

- Kathleen Gordon, MN Dual-Training Pipeline Consultant

Fiscal Year and Grant

Fiscal Year: 2021

Grant Agreement Number: 987654

Grant Agreement Amount: \$102,000

Grant Review Summary

The Dual Training Grant provides funding for the following occupation:

- **Health Care Services:** Community Health Worker

Outcomes are measured through:

- Progress dual trainees made toward related instruction and on-the-job training competency goals
- Sustainability of dual-training model
- Benefits of the dual-training program and Dual Training Grant for grantee
- Recruitment and retention of dual trainees
- Feedback from dual trainees

The grantee reports the following outcomes between **8/31/2020** and **11/23/2020**:

- Dual trainees are progressing through their related instruction coursework and on-the-job training tasks. This cohort of dual trainees is the first to participate in a two-year as opposed to a one-year community health worker program. Feedback from prior dual trainees led to the change in the program timeline.
- Community Health Organization finds the dual-training model to be sustainable and has incorporated the learning model into their strategic plans.
- The Dual Training Grant provides Community Health Organization with necessary financial resources to support dual trainees in obtaining their Community Health Worker Certificate. The certificate is required to continue employment at Community Health Organization. The certificate also provides access to career pathways for dual trainees within Community Health Organization and among partner organizations.
- Community Health Organization utilizes the Dual Training Grant to recruit a few new employees each year. The organization has been able to retain 14 out of the 17 dual trainees during this grant round.
- Dual trainees have positive feedback about the program. They reported that the two-year model has made the program more manageable because they also work full-time.

The following represents grantee challenges:

- A challenge Community Health Organization experiences is communicating program requirements with partner organizations. Community Health Organization manages the Dual Training Grant for two additional organizations, which can add to the administrative workload.
- In addition to the above challenge, Community Health Organization has difficulty in ensuring partner organizations communicate program items to the dual trainees.

The following represents grantee best practice:

- Community Health Organization has a strong partnership with their related instruction training provider. Both parties communicate regularly, listen to feedback, and implement changes to best serve the organizations and dual trainees.

Additional topics discussed:

- Community Health Organization has implemented virtual tools for dual trainees to connect with patients in the community.

Financial Reconciliation Summary

Grant Period: August 31, 2020 through August 31, 2021
Grant Awarded: \$102,000.00
Payments Made: \$51,000.00

Conclusion

Community Health Organization is a grantee who listens to their dual trainees and is responsive to their needs. These characteristics are also valued among community health workers.

Community Health Organization's administration of the dual-training program provides a model for how dual trainees are expected to respond to the needs of their communities. In addition, Community Health Organization models how to collaborate with partner organizations. Thank you for your commitment to train employees to be community health workers. Thank you for your continued improvements of the program and future plans to continue with the dual-training model.