



OREGON  
**HEALTH**  
AUTHORITY

January 2026

# **BHRN Grantee Budget Reductions Technical Assistance**

# Agenda

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# Introduction & Intent

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**We acknowledge the very real impact that budget reductions have on your organizations, your staff, and the communities you serve.**

- Cannabis tax revenue has declined \$100M in the last 18 months
- In response, on January 14, 2026, The Opioid Settlement Board generously awarded the BHRN program \$13 million
- OHA was able to limit the funding reduction over the next year to **14%** of your quarterly disbursement effective July 1, 2026
- OHA will continue to monitor the cannabis tax revenue forecast and will adjust budgets accordingly every year.

# Purpose

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The purpose of this video is threefold:

1. To show you how to complete the Scope of Work and Budget Smartsheet survey
2. To address common questions
3. To provide resources and technical assistance

*This is a planning and decision-making process, not a final budget approval. All resources referenced today, including the webinar, Budget Template, and Scope of Work Smartsheet link, are posted on the OHA BHRN webpage, and links were also included in the email that directed you to this video.*

*All information available on [BHRN Grantee Resources Webpage](#)*

# Timeline

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- **January 21:** Budget reduction communications initiated
- **Week of January 26:** Scope of Work Survey and Budget Template sent to grantees
- **February 11:** Deadline for grantees to submit Scope of Work Survey and Budget
- **February – March 2026:** Grant Administrators will review submissions and hold individual budget conversations with each grantee
- **April 2026:** All budget adjustments finalized; Grant amendment and contracting process begins
- **By May 1, 2026:** Grant amendments sent for signature
- **By June 20, 2026:** Grant Amendments must be signed by to support July 1 implementation

# BHRN Budget Excel Template Tool

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The budget categories in the template mirror the Submittable quarterly reporting form

- This alignment:
  - ✓ Creates clear, consistent structure for budgeting and reporting
  - ✓ Crosswalks your budget directly into Submittable reports
  - ✓ Supports smooth, predictable quarterly reporting with fewer follow up questions

*We strongly encourage you to complete the Excel Budget Template before or alongside the Smartsheet survey. Your Grant Administrator can help review it and ensure alignment with your revised Scope of Work and required reduction.*

# BHRN Budget Template Tool

Peer Support		
SPENDING CATEGORIES	COST	NARRATIVE DESCRIPTION REQUIRED
Mileage & Gas		
Program Space & Operational Expenses		
Professional Services		
Narcan/Naloxone		
Translation, Interpretation, Language Services		
Clinical Services - Misc		
Technology		
Other (Narrative Required)		
Program Space Maintenance		
Vehicle Maintenance		
Legal - Client Assistance		
Basic Needs - Client Assistance		
Direct Service Subcontractor		
Community Building, Pro-Social Activities		
Contingency Management Supplies & Incentives		
Sexual Health & Disease Prevention Supplies		
Substance Use Safety Supplies		
Direct Service Personnel		
Program Coordination, Management, Administrative, Support Staff		
Fringe, Benefits		
Training		
Conferences		
Other		
Purchased Vehicle		
Administrative Cost (10% Max)		
<b>Subtotal</b>		

How many staff will be funded by BHRN grants? (REQUIRED)		
DIRECT CLIENT SERVICE STAFF	FTE	NARRATIVE DESCRIPTION
Certified Alcohol & Drug Counselor (CADC)		
Certified Recovery Mentor (CRM)		
Peer Support Specialist (PSS)		
Peer Wellness Specialist (PWS)		
Case Manager		
PWS or PSS Supervisor		
Housing support		
Harm Reduction staff		
Nurse (RN)		
Nurse (LPN)		
Employment Support staff		
Clinical Supervisor/Manager		
Doctor/Clinician/Prescriber		
Coordinator/Navigator		
Other (Narrative Required)		
NON-DIRECT SERVICE ADMINISTRATIVE STAFF	FTE	NARRATIVE DESCRIPTION
Executive Director		
Deputy Director		
BHRN manager		
Grant manager		
Other managers		
Administrative support		
Human Resources staff		
Budget and accounting staff		
Audit staff		
Data Analyst		
Other (Narrative Required)		
<b>Total</b>	0.00	


# Scope of Work (SOW) Smartsheet survey

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The SOW Smartsheet survey:

1. Confirms whether you intend to continue your grant beyond June 30, 2026
2. Collects updated Scope of Work and budget information reflecting the 14% reduction to quarterly disbursements

When you complete the SOW, please describe at a high level how your program will adjust to less funding. This may include:

- Changes in milestones
  - Adjustments to staffing or roles
  - Shifts in how services are delivered or coordinated
  - Continued alignment with approved BHRN service areas
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# Please Remember!

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- Your Scope of Work survey submission **does not** finalize your budget or service area capacity, and instead starts a conversation
- Submit your survey or communicate with your Grant Administrator by **February 11, 2026**
- We strongly encourage you to complete the Excel Budget Template before or alongside the Scope of Work Smartsheet survey
- A grant agreement amendment will be issued once your intent to continue is confirmed
- In alignment with the Governor's Executive Order addressing behavioral health and housing, grantees are encouraged to explore ways to retain housing, shelter, and bed capacity
- We encourage coordination with county BHRN partners as you consider program impacts
- Grant awards will continue to be reviewed annually to ensure alignment with available revenue
- You are not expected to solve everything today. ***Your Grant Administrator is here to help!***



## BHRN Partner 2026-2029 Scope of Work Survey

The purpose of this form is to identify how each organization's scope of work and milestones will change due to budget reductions, as well as the overall impact of these reductions on each BHRN.

**It is essential that you complete this survey accurately and in alignment with your updated budget. Only report on BHRN funded activities in this survey.**

Before proceeding, please ensure you have done the following:

1. Reevaluated your entire budget and BHRN service array.
2. Completed the updated Exhibit D budget for 2026-2029.
3. Have your original 2025-2029 Exhibit D budget available for reference.
4. Reviewed the OARs regarding BHRNs: [Click Here](#)

### Organization Information

**Grant Agreement # \***

Please enter the last 5 digits of your grant agreement number.

**At this time, does your organization intend to move forward with the BHRN under reduced funding? \***

If you are still evaluating whether you can continue, please select Yes so that we can continue moving the process forward while you finalize your decision.

## Scope of Work Smartsheet Survey

Please answer each section as completely as you can.

If something is unclear or difficult to determine, reach out to your Grant Administrator.

GAs are your primary technical assistance resource and will help think through service impacts, budget adjustments, and compliance considerations.

# Wrap Up

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The goal is for your updated Scope of Work and budget to tell the same story

- The Scope of Work explains what the program is doing
- The budget shows how resources are supporting that work

You do not need to rewrite your entire program model. Think of this as an update that reflects your current reality while remaining consistent with your approved service areas and role within the BHRN.

If you are unsure how detailed to be or how to align your Scope of Work with your revised budget, your Grant Administrator can help.

***This is a planning conversation, not a compliance exercise.***



# Resources

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## BHRN Grantee Resources Webpage

- [Scope of Work Survey](#)
- [BHRN Budget Template](#)
- [Budget Instructions](#)
- [Technical Assistance Video](#)

## Program Inbox

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