



Measure 110 (M110) Milestone Schedule Program Years 2022-2024

Behavioral Health Resource Network (BHRN) Partner Milestone Requirements

As a recipient of M110 funds, BHRN partners must provide information, including policy submissions, programmatic data, and fiscal reporting requirements at various milestone due dates. Our team is fully committed to helping you with the reporting deadlines and associated reminders throughout the program. Templates, technical assistance, and data capture tools are located on the far right hand side of the Measure 110 Resources webpage under the “For BHRNs” header, found [here](#).

Please note: The Measure 110 Program is currently conducting a grant extension process for existing BHRN Partners. The 2022-2023 Milestone Schedule **DOES NOT** include deadlines and requirements for that process. Please stay tuned for additional guidance on next steps of the grant extension process.

The M110 team is committed to BHRN Partners success, if you have questions or require additional assistance, please contact the M110 Inbox at M110.Grants@odhsoha.oregon.gov.

Thank You for Your Hard Work!

BHRN Partner Grant Agreement Milestone Reporting Schedule

Policies and Procedures ([Templates found here](#))

The below policy and procedure items are a one-time submission requirement.

Culturally and Linguistically Specific Services Policies and Procedures	8/11/2023
Culturally and Linguistically Responsive Services Policies and Procedures	8/11/2023
Accessibility for People with Intellectual and Developmental Disabilities Policies and Procedures	8/11/2023
Accessibility for People with Physical Disabilities Policies and Procedures	
Gender Affirming and Responsive Care Policies and Procedures	8/11/2023
LGBTQIA2S+ Affirming and Inclusive Services Policies and Procedures	8/11/2023
Youth Friendly and Inclusive Services Policies and Procedures	8/11/2023
Patient Centered and Non-Stigmatizing Services, including on use of Person-first, non-stigmatizing language Policies and Procedures	8/11/2023
Trauma-Informed Engagement and Care Policies and Procedures	8/11/2023
Services for parents with Minor Children Policies and Procedures	8/11/2023
Process and procedure for data collection in compliance with OAR 944-001-0040 Policies and Procedures	8/11/2023
Services for Pregnant Persons Policies and Procedures (where applicable)	8/11/2023

Program Progress Reports per [Phased Data Plan Approach](#)

	Reporting Period	Report Deadline
Program Data Report #1 & 2 – within first 6 months of program Basic client data will be reported including demographics, number of clients served and denied, number of services provided, and narratives detailing success and challenges of the quarter. <i>This Program Data Report is now closed</i>	Q1 (July-Sept 2022) Q2 (Oct-Dec 2022)	1/15/2023 4/17/2023
Program Data Report #3 Additional client data will be reported including demographic data in compliance with REALD / SOGI.	Q3 (Jan-March 2023)	7/17/2023
Program Data Report #4 The report will include Grant Agreement accomplishment data pertinent to the given service area. The report will highlight service capacity and progression.	Q4 (April-June 2023)	10/16/2023
Program Data Reports #5 - 7 The report will include aggregated data for previous report requirements, reasons for denials, and additional qualitative programmatic specific details to assess service capacity and progression. <i>*Additional aggregate reporting methods and deadlines subject to change.</i>	Q5 (July-Sept 2023) Q6 (Oct-Dec 2023) Q7 (Jan-March 2024)	1/16/2024 4/15/2024 7/15/2024
Fiscal Reporting	Reporting Period	Report Deadline
Quarterly Expenditure Reporting Report total cost data for all Budget Categories. BHRN Partners are required to complete quarterly expenditure reports at the end of	Q1 (July-Sept 2022) Q2 (Oct-Dec 2022)	12/31/2022 3/31/2023

each quarter for the preceding quarter. One time use excel templates will be distributed to BHRN Partners prior to the reporting period.	Q3 (Jan-March 2023)	6/30/2023
	Q4 (April-June 2023)	9/30/2023
	Q5 (July-Sept 2023)	1/2/2024
	Q6 (Oct-Dec 2023)	4/1/2024

Budget Adjustments

Partners can submit budget adjustments for the previous quarter during the second and third weeks of the quarter. Partners can submit adjustments that are equal to 25% of their total NTE without OAC Approval. Budget Adjustments will be approved or denied by the M110 team within a week of submission.	Q1	10/10-10/21/2022
	Q2	1/9-1/20/2023
	Q3	4/10-4/21/2023
	Q4	7/10-7/21/2023
	Q5	10/9-10/20/2023
<i>Please Note: Budget Adjustments submission windows are tentatively set, OHA will notify BHRN Partners when the form is open.</i>	Q6	1/8/24-1/19/2024

IMPORTANT NOTE: Desired budget adjustments MUST be completed by BHRN Partners if you desire to adjust your budget for a given quarter. The one-time use expenditure report template utilizes budget information captured from your budget adjustment submissions.