

# Contracted Well-Being Services FAQs

## 1. Who is eligible to request Contracted Well-Being Services?

In the state of Oregon, public K-12 school districts, Education Service Districts (ESDs), community colleges, and tribal schools, or departments or sub-groups of those employers, are eligible to request Contracted Well-Being Services. Education employee associations or organizations are also eligible to request CWS benefits if the services will only be offered to public education employees of K-12 districts, ESDs, community colleges, and/or tribal schools.

A decision-making leader, administrator, or manager authorized to make decisions must be aware of the request and will be asked to sign a Service Agreement before services can begin.

## 2. Who is eligible to benefit from Contracted Well-Being Services?

Any current public education employee who works in a K-12 district, ESD, community college or tribal school in Oregon is eligible to benefit from Contracted Well-Being Services that are provided through their employer or through a job association or organization serving their profession.

## 3. Can my organization be awarded a Contracted Well-Being Services benefit if we have another form of funding from the Trust?

Organizations that are currently receiving grant funding from Oregon Well-Being Trust (EEW, Capacity-Building, or Sustainability Grants) are not eligible. Former grantees who are no longer receiving grant funds from the Trust are eligible to submit a CWS request form.

## 4. When can I submit a Contracted Well-Being Services request form?

Request forms will be reviewed monthly on a rolling basis. If request forms are complete, funding is available, and the requested provider has capacity to offer services, submissions will be accepted in the order that they are received. Please note, priority will

be given to organizations returning to continue work with a provider from the previous year, for a maximum of three years.

## **5. How do I request Contracted Well-Being Services?**

1. Determine the well-being needs at your organization or within the group of educators you support.
2. Review the list of Contracted Well-Being Service Providers and identify a provider who meets the well-being needs of your staff or group. When reviewing providers, ensure the timeline, preferred start date, and format of the services are a match for your organization or group.
3. Complete a Request Form and submit the form via email to Rachel at [rachel@oregonwellbeing.org](mailto:rachel@oregonwellbeing.org).

## **6. If my CWS request form has been approved, what are the next steps?**

You will receive an approval email with instructions for signing a Service Agreement. Once the Service Agreement has been signed by all parties (Recipient Organization, Service Provider, and the Trust), you will be connected with the provider to discuss a scope of work and plans for implementing services.

## **7. If I don't know which provider is the best fit for my organization, what do I do?**

Connect with Rachel Drushella at [rachel@oregonwellbeing.org](mailto:rachel@oregonwellbeing.org) for guidance.