

Attachment 1: Year One ECEAP Family Support Pilot Tasks and Timeline

Key planning, training and implementation tasks involved in developing and implementing the first year of the ECEAP Family Support Pilot are shown in the following graphic. Dates are shown in parentheses following each task. Tasks undertaken by DEL, by contractors, and by DEL together with contractors are color-coded as noted in the graphic.

ECEAP Family Support Pilot Development and Implementation Tasks and Timeline: Year One					
Purple font denotes DEL actions. Green font denotes agency actions. Blue font denotes actions by DEL with pilot contractors.					
	March - June 2015	July – September 2015	October – December 2015	January – March 2016	April – June 2016
Planning	<ul style="list-style-type: none"> a. Models selected (3/15) b. Planning with model developers (3-6/15) c. Volunteer contractor participants identified (7/15) d. Contractor agency coordinator identified (3/15) 	<ul style="list-style-type: none"> a. Two meetings held to develop and validate <i>Family Assessment</i>¹ (7/15 & 8/15) 			<ul style="list-style-type: none"> a. Contractor coordinator and family support staff surveys conducted (6/16) b. Year-two planning/ budgeting set (7/16) c. ELMS data decisions made (7/16) d. Tools refined (7/16) e. Year-two training scheduled (8/16)
Training & Support		<ul style="list-style-type: none"> a. Two-day Mobility Mentoring® training held for contractor coordinators (9/15) b. 2 one-day FDM training held in Eastern and Western Washington for contractor coordinators/ direct service staff (9/15) 	<ul style="list-style-type: none"> a. Two check-in webinars held for each model (10/15, 11/15) 	<ul style="list-style-type: none"> a. Three check-in webinars held for both models together (1/16, 2/16, 3/16) 	<ul style="list-style-type: none"> a. Check-in webinars held for each model (5/16)
Implementation			<ul style="list-style-type: none"> a. FDM database ready for data input (10/1/15) b. Work with families initiated (10/15) c. Contractors updated² (10/15) d. 1st assessment due (12/31/15³) 	<ul style="list-style-type: none"> a. Contractors updated² (2/19) b. 2nd assessment due (3/31/16) 	<ul style="list-style-type: none"> a. 3rd assessment due (6/30/16) b. Contractors updated² (5/16)

¹ Representatives from each participating contractor and the DEL team selected family assessment indicators and core questions (meeting one) and validated the family assessment (meeting two).

² DEL provided updates at directors' meetings.

³ DEL allowed data entry through January 2016 as the pilot was new and did not begin at the start of the year.