

### Attachment 12: Year Two ECEAP Family Support Pilot: Key Tasks and Timeline

Key planning, training and implementation tasks involved in developing and implementing the second 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.					
	7/16-9/16	10/16-12/16	1/17-3/17	4/17-6/17	7/17-9/17
<b>Planning</b>	<ul style="list-style-type: none"> <li>a. Mobility Mentoring® model selected and assessment dates set for year two (7/16)</li> <li>b. 20 year-two volunteer participating contractors and coordinators identified (7/16)</li> <li>c. ECEAP <i>Assessment of Family Strengths and Needs</i> developed (8/16)</li> <li>d. ECEAP <i>Bridge to Child and Family Self-Sufficiency</i> and Introduction for parents created (8/16)</li> <li>e. ECEAP <i>Guidelines for Family Conversations</i> developed (8/16)</li> <li>f. <i>Family Strengths &amp; Goal Planning</i> form developed (8/16)</li> <li>g. Bridge Family Status Report visual created (8/16)</li> <li>h. Improvements made to the Early Learning Management System (ELMS) (9/16)</li> </ul>		<ul style="list-style-type: none"> <li>a. First assessment data reviewed and used for training and continuous quality improvement (1/17)</li> </ul>	<ul style="list-style-type: none"> <li>a. Mid-year check-in data reviewed and used to inform training &amp; continuous quality improvement (4/17)</li> <li>b. Survey of family support staff conducted (5/17)</li> <li>c. Survey of all ECEAP families conducted (5/17)</li> </ul>	<ul style="list-style-type: none"> <li>a. Year-two results and surveys analyzed (7/17)</li> <li>b. Plans for year three set (8/17)</li> <li>c. Contractor training scheduled per year-three plans (8/17)</li> <li>d. Tools refined as needed (7/17)</li> <li>e. Improvements made to ELMS as needed (9/17)</li> </ul>
<b>Training &amp; Support</b>	<ul style="list-style-type: none"> <li>a. 3-day Mobility Mentoring® training held for contractor coordinators (8/16)</li> </ul>	<ul style="list-style-type: none"> <li>a. Monthly webinar held for participating agency coordinators (10/16-12/16)</li> <li>b. Fall webinar held for participating direct services staff (11/16)</li> </ul>	<ul style="list-style-type: none"> <li>a. Monthly webinar held for participating agency coordinators (1/17-3/17)</li> </ul>	<ul style="list-style-type: none"> <li>a. Monthly webinar held for participating agency coordinators (5/17)</li> <li>b. Spring webinar held for participating direct services staff (5/17)</li> </ul>	
	<ul style="list-style-type: none"> <li>a. Work with families initiated (9/16)</li> </ul>	<ul style="list-style-type: none"> <li>a. Contractors updated at directors' meetings</li> </ul>	<ul style="list-style-type: none"> <li>a. Contractors updated at directors' meetings</li> </ul>	<ul style="list-style-type: none"> <li>a. Contractors updated (5/17)</li> </ul>	

Implementation		(10/16) b. 1 <sup>st</sup> assessment due (11/16)	(2/17) b. Mid-year check-in due (3/17)	b. 2 <sup>nd</sup> assessment due (6/17)	
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