

IEIC Work Plan

IEIC Chair/s:	Shari Dean	Channing VanOverbeke	Karen DeBoer	Katie Rigge	Hollie Pater	Kelly Konechne- Facilitator
Region:	08					

Goal #1 What do you want to achieve this year?	Activity/Deliverable What will you do to achieve the goal?	Measurable outcome How will you know the goal is achieved?	Timeline for each activity/task	Optional: Which entity is responsible for the activity (i.e. state partner, IEIC, local stakeholder, etc.)?	Estimated Budget Allocation	Evaluation FFY2023/SFY2024: How much did we do? How well did we do it? Is anybody better off? (to be completed throughout the year and submitted with FFY2024-SFY2025 work plan)
Region 8 will follow the Federal and State guidelines set up for the Interagency Early Intervention Committees (IEICs).	The Region 8 IEIC committee will hire a facilitator /coordinator who will perform the necessary duties to keep the committee running smoothly.	The following are the duties/activities for which the facilitator will be paid: Coordinate and Facilitate Quarterly regional meetings, maintain roster, assist in finding new members, and other duties to maintain the committee.	Throughout the year	The facilitator will be responsible for these duties with the assistance and guidance of Region 8 members.	\$9,321.68	
					\$5,000.00	
		Participate in State IEIC and ICC meetings and the annual State retreat and report information to Region 8 members.	Throughout the year		\$630.32	
		Communicate with Region 8 Co-Chairs, Committee Members, Regional partners, and the fiscal host, as well as with State HMG Leadership.	Throughout the year			
		Assist in intake of orders, submitting orders and distributing HMG materials throughout Region 8.	2 to 3 times during the year			
		Coordinate HMG in-reach efforts, including advertising, visits, booths, and/or trainings.	Throughout the year			
		Develop, follow, and report Region 8 referral tracking information.	Throughout the year			
		Develop a tracking sheet to find out which Agencies and County give out which HMG materials so we don't overlap.	Fall			
		Perform other duties as assigned by the Region 8 IEIC.	Throughout the year			
	The SWWC Service Cooperative will be the fiscal host of Region 8's budget.	Administrative costs will be paid to the SWWC Service Cooperative as the fiscal host.(Indirect costs)	Fall 2023		\$1,600.00	
Goal #1 Budget Total:					\$16,552.00	
Goal #2	Activity/Deliverable What will you do to achieve the goal?	Measurable outcome How will you know the goal is achieved?	Timeline for each activity/task	Optional: Which entity is responsible for the activity (i.e. state partner, IEIC, local stakeholder, etc.)?	Estimated Budget Allocation	Evaluation: How much did we do? How well did we do it? Is anybody better off? (to be completed throughout the year and submitted with 2024-2025 work plan)
Region 8 will employ various methods to reach out to the community to advertise and inform about Help Me Grow.	Purchase and distribute HMG materials to Region 8 agencies.	Use of HMG materials	3 Times per Year, Fall, Winter, Spring	Facilitator, IEIC Members	\$3,021.19	
	Attend HMG booths at Kids First Conference and other events, as opportunities arise.	Attendance of Conferences	March and Throughout the year.	Facilitator		

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	Digital Advertising to reach families in the Region and point them to the HMG website.	Click Rates	Fall/Winter- 6 Months	Facilitator, The Globe Digital Marketing	\$2,500.00	
	Radio advertisements about the HMG program, milestones, and concerns on development in young children to reach families in the Region.	Reach Rates	Winter	Facilitator, Local Radio Stations	\$3,250.00	
	Work with schools and ECSE staff to advertise HMG, discuss milestones, and the referral process.	School Websites, Program Availability	School Year	ECSE Coordinator, IEIC Members, Facilitator		
	Advertise on Public Transit Buses in local service area	HMG awareness throughout community	Throughout the year- 6 months	Facilitator, Public Transit	\$3,600.00	
	Advertise and Collaborate with ThinkSmall to raise awareness about HMG and Milestones by age category.	Tracking by number of participants/sign-ups	Ongoing Starting in October	Facilitator, ThinkSmall, Local Service Providers	\$250.00	
	Meet with and train clinic and hospital referral sources on best practices for entering a referral and grow awareness of HMG program.	ECSE Teacher Input	Summer	ECSE Coordinator		
				Goal #2 Budget Total:	\$12,621.19	
Goal #3	Activity/Deliverable	Measurable outcome	Timeline for each activity/task	Optional: Which entity is	Estimated Budget Allocation	Evaluation FFY2023/SFY2024:
Region 8 will build intentional cultural community relationships to better support families, by participating in community events that focus especially on our Latino communities, but other groups as well.	Region 8 will have a presence at International festival or other cultural events to build relationships and to inform families about the program.	Region 8 will participate in Worthington International Festival by providing materials in multiple languages and build community engagement by having an interpreter at the event.	July	IEIC volunteers, Facilitator, Parent Connectors (connector stipend, materials)	\$1,200.00	
	Build relationships with community leaders within underserved communities to build trust and bring awareness to the HMG resources.	Increase in membership	On Going	Facilitator, IEIC Members		
				Goal #3 Budget Total:	\$1,200.00	
Goal #4	Activity/Deliverable	Measurable outcome	Timeline for each activity/task	Optional: Which entity is	Estimated Budget Allocation	Evaluation FFY2023/SFY2024:
Region 8 will encourage parents to become members and participate in Help Me Grow meetings.	Region 8 will offer stipends to parents to participate in regional and state meetings.	Parent Attendance	Throughout the year	Facilitator, Members, Parents	\$600.00	
	Region 8 will offer childcare stipends and mileage that may be necessary for the parent in order to attend the meeting.		Throughout the year	Facilitator, Members, Parents	\$650.00	
				Goal #4 Budget Total:	\$1,250.00	
				Total Budget Estimate:	\$31,623.19	

Our region hires a coordinator as a part of our IEIC budget	Yes
\$FY2023 Evaluation data is being submitted with this work plan	Yes
Our region contracts for outreach support	No
This is our final work plan	No

\$4,129.38	Carry Over
\$22,493.81	Budget
\$5,000.00	FIN423

IEIC Chair Signature	<i>Hollie Pater</i>	<i>Kelly Konechne</i>
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Date	7/18/2024
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