

IEIC Work Plan

July 1, 2020 – June 30, 2021

Please submit a completed work plan to Cat Tamminga by June 14, 2020 at cat.tamminga@state.mn.us

IEIC Chair/s:	Hollie Pater - Janelle Mickelson	Kelly Konechne	Shari Dean	Jessica Froderman	Nikki Van't Hof
Region:	08				

Goal #1 What do you want to achieve this year?	Activity/Deliverable What will you do to achieve the goal?	Measureable 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 FFY2021: How much did we do? How well did we do it? Is anybody better off? (to be completed throughout the year and submitted with FFY2021-SFY2022 work plan)
Region 8 will follow the Federal and State guidelines set up for the Interagency Early Intervention	The Region 8 IEIC committee will hire a facilitator /coordinator who will perform the necessary duties to	The following are the facilitator's duties/activities: Coordinate and Facilitate Quarterly regional meetings Maintain committee roster and assist in recruiting new members. Participate in State IEIC and ICC meetings and the annual State Communicate with Region 8 Co-Chairs, Committee Members, Assist in intake of orders, submitting orders and distributing HMC materials throughout Region 8 outreach efforts, including mailings, Develop, follow, and report Region 8 referral tracking information on people docs Perform other duties as assigned by the Region 8 IEIC.	Throughout the year	The facilitator will be responsible for these duties with the assistance and guidance of Region 8	\$11,370.00	
			Throughout the year		\$5,830.00	
			Throughout the year			
			Throughout the year			
			2 to 3 times per year			
			Throughout the year			
			Winter and Summer			
			Throughout the year			
	Region 8 will use the SWWC Service Cooperative as the fiscal host of our budget	Administrative costs will be paid to the SWWC Service Cooperative as the fiscal host	Fall 2022		\$1,470.00	
Goal #1 Budget Total:					\$18,670.00	

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Goal #2	Activity/Deliverable What will you do to achieve the goal?	Measureable 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 2020-2021 work plan)
Region 8 will employ various methods to reach out to community to advertise and inform about Help Me Grow.	Advertise in Community Education brochures, print publications and their corresponding websites	With each of these activities knowledge of Help Me Grow will help to increase referrals	Fall, Winter, Spring	Region 8 IEIC Facilitator and Committee Members	\$1,200.00	
	WORK with schools and ECCE staff to advertise HMG through their programs and school websites		Fall			
	Sponsor childcare trainings on developmental milestone information.		Fall		\$1,500.00	
	Purchase and distribute HMG materials to Region 8 agencies.		August and January		\$1,839.82	
	Set up HMG booths at events, as opportunities arise.		Various times throughout the year.		\$1,000.00	
	Do follow up with libraries and medical facilities to be sure they have adequate materials and information related to Help Me Grow		September and January		\$1,500.00	
	Advertise in print and digital news publications in 1/3 of the counties in the region. <i>Advertising agency contact name?</i>		February		\$1,500.00	
	Develop a newsletter, email, or other communication method to keep Region 8 partners (DU, US, Edu, etc) informed		2 times per year			
	Distribute HMG books and brochures to Food Shelves.		Spring 2023		\$500.00	
	Goal #2 Budget Total:			Goal #2 Budget Total:	\$9,039.82	

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IEIC Chair Signature	
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Date	6/28/2022
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