

## 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](mailto:cat.tamminga@state.mn.us)

<b>IEIC Chair/s:</b>	Channing VanOverbeke	Hollie Pater	Anna Hesse	Tiffany Teske	Kristin Deacon
<b>Region:</b>	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: 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 IEIC will be able to follow the guidelines set forth by the state and federal governments	The Region 8 IEIC committee will hire a facilitator /coordinator who will perform the necessary duties	The facilitator will do the following activities: Participate in virtual State IEIC and ICC meetings and report information to the committee	State IEIC one time per month and State ICC quarterly	Region 8 IEIC and Facilitator	\$15,045.00	
		Communicate with Region 8 Co-Chairs and the fiscal host	Throughout the year as needed			
		Coordinate and Facilitate Quarterly regional meetings	Once in September, December, February, and April			
		Attend the annual IEIC workshop in Minneapolis and information back to the committee	One time each year			
		Assist in ordering materials	Two times per year or as directed by the committee	Material costs - Carryover SFY20	\$360.63	
		Assist in ordering materials	Two times per year or as directed by the committee	Material costs	\$1,400.00	
		Facilitate trainings	Two events			
		Attend or arrange HMG booths for outreach events such as Kids First Conferences	One in Granite Falls and others as directed by the committee			
		Maintain roster and membership in the committee.	Throughout the year			
		Develop and follow tracking information on referral sources	Throughout the year			
		Perform other duties as assigned by Region 8 IEIC	Throughout the year			
	Region 8 will use the SWWC Service Cooperative as the fiscal host/facilitator	Administrative costs will be paid to the SWWC Service Cooperative as the fiscal host	Fall 2020	Carryover SFY 2020	\$1,646.65	
				<b>Goal #1 Budget Total:</b>	<b>\$18,452.28</b>	
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 IEIC will implement child find for premature infants and infants/young children with medical	With the help of committee members, the IEIC will compile a current list of medical providers. Emails will be sent and phone calls will be made to let medical staff know the availability of HMG services. Materials will be ordered and distributed as needed to inform medical staff about the MN HMG Facilitator, committee members and ECSE teachers will make face to face visits with medical personnel in charge of	A google document will be completed that is accessible to all IEIC members with the medical contacts in each county. At least three different contacts from the list will be made throughout the year. Materials will be sent to the medical facilities in each of the counties on the list. In each county there will be at least one face to face contact made with a medical provider in that county.	Fall of 2020	Region 8 IEIC members and Facilitator		
			Fall of 2020			
			Fall 2020		\$1,136.51	
			Spring of 2021 or when COVID-19 restrictions have eased.			



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Goal #3	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 IEIC will bring public awareness about Help Me Grow to families and child care providers in the Twin Cities area.	We will complete our contract with Risdall marketing using Facebook and YouTube advertising to families with the help given by Risdall, as well as using data from our referral tracking our committee will discuss	Region 8 will see an increase in referrals due to social media campaigns as measured by our Region 8 members will bring to the committee other possible avenues of social media to advertise Help Me	Jun-20  September-October 2020	Region 8 IEIC/ Risdall Marketing	\$991.66	
	The ACES trainings (as set up this past year) for childcare providers will be completed virtually again in the Presenter, and participants who previously enrolled will be contacted with outreach to additional possible participants.	The two trainings will successfully be completed either in person or virtually in the Disasters and Isolation communities	Fall 2020  July-August 2020	Region 8 IEiC and Child Care Aware	\$400.00	
<b>Goal #2 Budget Total:</b>						
<b>Goal #3 Budget Total:</b>					<b>\$1,391.66</b>	
Goal #4	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 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 Committee members will bring names of possible new parent members to the facilitator. The facilitator will contact and inform the possible new members about our committee.	Region 8 will have at least two parent members who actively participate in IEIC meetings	Throughout the year  Throughout the year  Throughout the year	Region 8 IEIC members and Facilitator	\$1,200.00	
<b>Goal #2 Budget Total:</b>						
<b>Goal #4 Budget Total:</b>					<b>\$1,200.00</b>	

