

IEIC Work Plan

July 1, 2018 – June 30, 2019

Please submit a completed work plan to Kara Tempel by **June 22, 2018** at kara.tempel@state.mn.us

IEIC Chair/s: _____ **Shelley Krueger** _____
Region: _____ **8** _____

Goal #1 Evaluation Goal and Outreach How much did we do? How well did we do it? Is anybody better off?	Timeline for each activity/task	Deliverable or desired outcome of activity/task	Estimated Budget Allocation
Activities/Detailed Tasks			
Each District will report referral and eligibility data, including referral resources to the regional IEIC	Monthly	To track how many referrals. To track how many children are eligible for services. To track where the referrals are coming from.	\$0.00
Create a google document to track referral and eligibility data from the districts	Beginning in July 2018	Organize data collected from the school districts in Region 8	\$0.00
Outreach materials to give to parents and other referral sources	Throughout the year, at workshops, WIC appointments, screenings, ect.	To increase knowledge and awareness of Help Me Grow and to give information on how to make a referral and/or get more information on children’s development.	\$4,977.19

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Goal #1 Evaluation Goal and Outreach How much did we do? How well did we do it? Is anybody better off?	Timeline for each activity/task	Deliverable or desired outcome of activity/task	Estimated Budget Allocation
		Goal #1 Budget Total:	\$4,977.19
Goal #2 Effective coordination of Region 8 IEIC	Timeline for each activity/task	Deliverable or desired outcome of activity/task	Estimated Budget Allocation
Activities/Detailed Tasks			
Hire a facilitator to coordinate and facilitate quarterly meetings, attend MDE IEIC Workshop, order outreach materials, communicate with other IEIC Coordinators, and manage contact list.	Beginning July 2018	To have effective communication within Region 8 members and school districts. To facilitate effective and informative quarterly meetings. To order outreach materials needed by the members. To update Region 8 contact list. To create a document in google that can be shared with the school district ECSE teachers to track referral and eligibility information in Region 8. To represent Region 8 at the statewide meetings at MDE and sit on the ICC.	\$13,000.00

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Goal #3 Communication	Timeline for each activity/task	Deliverable or desired outcome of each activity/task	Estimated Budget Allocation
Activities/Detailed Tasks			
The IEIC Coordinator will attend the monthly phone calls with the State and report information at the Quarterly meetings.	Monthly	To keep our region informed on what is happening with Help Me Grow and other activities in other regions of the State.	\$0.00
Quarterly meeting minutes will be sent out to Region 8 members.	After each meeting.	To keep members and shareholders informed about Help Me Grow activities in their region.	\$0.00
Substitute pay and per diem for members to attend quarterly meetings and Statewide Conferences.	As needed. Quarterly meetings and one State Conference.	To keep attendance of members consistent and to promote representation at State conferences.	\$2,100.00
Pay for expenses to attend State Conferences: meals, mileage, and hotel accommodations.	One State Conference.	To encourage attendance at the State IEIC Conference.	\$2,500.00
IEIC Administrative fees.	Paid to SW/WC Cooperative	Administrative duties.	\$1,672.96
Goal #3 Budget Total:			\$6,272.96
Total Budget Estimate:			\$23,300.15 +\$2,950.00(carryover) \$26,250.15

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- Our region hires a coordinator as a part of our IEIC budget**
- 2017 Evaluation data is being submitted with this work plan**

IEIC Chair Signature

Date