

IEIC Work Plan- Region 8

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?	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 FFY2022/SFY2023: 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 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.		The facilitator will be responsible for these duties with the assistance and guidance of Region 8 members.	\$11,200.00	
		Coordinate and Facilitate Quarterly regional meetings, maintain roster, assist in finding new members, and other duties to maintaining the committee	Throughout the year		\$6,000.00	
		Participate in State IEIC and ICC meetings and the annual State retreat and report information to Region 8 members	Throughout the year			
		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			
		Attend or arrange special HMG outreach efforts, including mailings, visits, booths, and/or trainings	Throughout the year			
		Develop, follow, and report Region 8 referral tracking information	Throughout the year			
		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		\$1,443.09	
Goal #1 Budget Total:					\$18,643.09	

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 the community to advertise and inform about Help Me Grow	Advertise in Community Education print brochures, and their corresponding websites	With each of these activities knowledge of Help Me Grow with help to increase referrals (advertising)	Fall, Winter, Spring, Summer	Facilitator, IEIC members, Schools	\$1,200 00	
	Work with schools and ECFE staff to advertise HMG through their programs and school websites		Throughout the year	Facilitator, IEIC members, Schools		
	Sponsor trainings on ACEs with outreach to Public Health, Head Start, and Foster Parents with needed HMG materials and information about HMG provided at trainings		Spring	(trainer, materials)	\$1,500 00	
	Purchase and distribute HMG materials to Region 8 agencies		September, February, May	(materials)	\$2,571 28	
	Set up HMG booths at Kids First Conference and other events, as opportunities arise		March and Throughout the year.	Part of facilitator pay		
	to follow up with medical facilities to be sure they have adequate materials and information related to Help Me Grow		Fall	(materials, postage, envelopes)	\$500 00	
	Disseminate digital information about Help Me Grow to reach families in the Region		Fall for 4 months	The Globe - Worthington	\$2,500 00	
	Distribute HMG grocery bags and brochures to Food Shelves throughout the region		Fall, Winter	Committee Members, Facilitator, Food Shelf Managers	\$2,500 00	
	Goal #2 Budget Total:			Goal #2 Budget Total:	\$10,771.28	

IEIC Chair Signature *Willi Part*

Date *6/24/2023*

Final *9/26/2023*