Small Population County Funding Augmentation Framework Implementation Plan

July 2017

TABLE OF CONTENTS

Introduction and Purpose of the Framework Implementation Plan

The Framework Implementation Plan (FIP) is meant for use as a multi-year High-quality Plan using action steps to implement the investment requirements of the Small Population County Funding Augmentation (SPCFA) Local Area Agreement (LAA). Counties receiving the SPCFA are required to implement and/or support programs that use evidence-based or evidence-informed models/frameworks to ensure the highest likelihood of measurable improvement in key child and family indicators. As a participant in the SPCFA, each Lead Agency is required to identify specific areas needing improvement for each SPCFA-funded program or strategy pursuant to the LAA and California Health and Safety Code sections 13040 – 13055. The purpose of the FIP is to assist small population counties in evaluating and implementing processes and procedures for continuous quality improvement and to outline the program's High-quality Plan(s) for the county.

Instructions For Completing the Framework Implementation Plan

1. The FIP consists of a High-quality Plan template and an Annual Evaluation Report checklist. Counties should work with staff and county partners to identify action steps to implement the SPCFA requirements.

2. Checklist – If a Lead Agency checks "no" for an evaluation element on the checklist, then the Lead Agency should contact First 5 California for assistance and guidance at SPCFA@ccfc.ca.gov. Lead Agencies may need to address the specific core area checked "no" by completing a FIP High-quality Plan.

3. High-quality Plan Template – The High-quality Plan template is used for Focused Investment Area C. Complete one High-quality Plan template for each program/activity supported in whole or part with SPCFA funding. Some activities may be in progress. If this is the case, detail the implementation activities. Other activities may be in process of design or improvement. Please indicate those design or improvement steps as actions. The High-quality Plan for Focused Investment Area C contains basic program information at the top, and program activities below, along with expected outcomes, responsible parties, and a timeline. *Lead Agencies are required to complete a High-quality Plan form for each SPCFA-funded program or strategy.*

   a. For each action step on the High-quality Plan, include activities to implement the SPCFA-funded program, the expected output or outcome of the activity, the responsible party for carrying out the activity, and a timeline for completing each action step. Remember to include any resources available from the local First 5 county commission, First 5 California, or leveraged from a community partner, etc. This allows the Lead Agency to embed structure and accountability into the plan.

   b. A Lead Agency must include the following in it's High-quality Plan for all SPCFA-funded programs: (1) High-quality strategies; (2) local service systems integration[1]; and (3) evaluation steps or components. A sample High-quality Plan is imbedded in the FIP for use as a guide.

4. Send an e-mail to the SPCFA mailbox at SPCFA@ccfc.ca.gov for assistance.

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[1] Counties demonstrate work with community partners and available state and/or federal programs to integrate service systems, develop new partnerships, and other activities to build a stronger system of services and support for children prenatal through age five.

Explanation of Terms

In the top section of the FIP Focused Investment Area C High-quality Plan are the Focused Investment and Program Standard checkboxes. SPCFA-funded programs or strategies must address at least of one of the three criteria below:

1. ***Developmental and Health Needs*** – Programs or strategies identifying and addressing behavioral, developmental, and health needs of children prenatal through age five to improve school readiness, and to target more intensive strategies and supports to children with high needs (e.g., Help Me Grow, Health Care, Oral Health, Children's Health Initiative, and Center on Social and Emotional Foundations for Early Learning).

2. ***Engaging and Supporting Families*** – Engaging and supporting families using a variety of school readiness, parent engagement, and home visiting strategies (e.g., Strengthening Families, Parenting Education, Family Resource Centers, Home Visiting, and School Readiness Play Groups).

3. ***High-quality Early Learning/Early Educator Support and Effectiveness*** – Improving local quality improvements for early learning and development programs by implementing the core areas of Child Development and School Readiness, Teachers and Teaching, and Program and Environment in the California Quality Rating and Improvement System Quality Continuum Framework.

Lead Agencies receiving the SPCFA also are required to use evidence-based or evidence-informed models/frameworks to ensure the highest likelihood of measurable improvement in key child and family indicators. The criteria for evidence-based and evidence-informed is defined as follows:

1. ***Evidenced-based Program Model/Framework*** – Programs, strategies, or approaches that have shown through scientific research and evaluation to be effective and have evidence that supports generalizable conclusions.

2. ***Evidence-informed Model/Framework*** – Program design and implementation based on the best available research evidence. This incorporates flexibility that can include families' cultural backgrounds, community values, and individual preferences into the program. Use of an evidence-based model with minor modifiations for local implementation.

For programs in the health area, the strategy must link public health or clinical practice to scientific evidence of the effectiveness and/or characteristics of such practices. For further information about program models and strategies, please use the links below:

- http://www.ectacenter.org/topics/evbased/evbased.asp

- https://www.thecommunityguide.org/content/glossary

- http://www.ies.ed.gov/ncee/wwc/

Annual Evaluation Report Checklist

An annual evaluation report is a written document that describes how the Contractor monitored and evaluated programs listed in the strategic plan. It presents the findings, conclusions, and recommendations for each program, including recommendations for how evaluation results can be used to guide program improvement and decision making. For any evaluation element checked "No," the Contractor will **explain in the "Notes or Comments" column the steps that will be taken to meet the element, along with training and technical assistance needed to accomplish the steps, and timeframe for their completion.**

Contractor: _____   Date: _____

Currently Submitted Evaluation Report Year(s):_____

Evaluation Element	Yes	No	Notes or Comments
1. Does the annual evaluation report include a description of programs funded by the local commission, including program objectives, inputs, activities, outputs, and expected outcomes? This may be represented as a logic model or as a narrative.	☐	☐	
2. Does the annual evaluation report include an overview of each funded program's evaluation, including research questions, data sources, findings, and conclusions?	☐	☐	
3. Does the annual evaluation report include a summary of all process measures (to assess whether a program is being implemented as planned) and [include language in LAA for evidence-based programs] outcome measures (to assess impact on clients or participants) used in the program evaluation?	☐	☐	
4. Does the annual evaluation report include a narrative describing how program-specific evaluation results were used, including whether used in a continuous quality improvement process and future program funding consideration?	☐	☐	