

## Alabama T/TA Work Plan

**1. Please describe the scope and details of the planned on-site T/TA:** NRCCPS will provide 10 onsite days and 15 off site days between June and September 2006 in order to launch a three year vision to establish an operating program for developing supervisors into experts in safety intervention. The TA for 2005 – 2006 involves continuing the investment in capacity building for state consultants; evaluating supervisor need related to “what will be necessary in order to produce experts”; and designing a strategic plan that will give form and function for continued technical assistance specifically related to establishing supervisors as experts.

**2. Has the Regional Office approved the on-site T/TA days?** Yes

**3. Timeframes for planned on-site T/TA:** June to September 2006

**4. What are the various T/TA tasks and who is responsible(e.g., NRC, State/Tribe/County, RO Specialist etc.?)`**

<b>Task 1:</b> Project planning to include identification of primary contact for planning and implementing TA; development of scheduled events/locations/participants (1 day off site)	<b>Responsible party:</b> Clint Holder; Sue Ash
	<b>Due Date:</b> June 6 to July 1
<b>Task 2:</b> Obtain the E-mail addresses for all the CPS Supervisors that manage staff in any program area that is involved in safety intervention.	<b>Responsible party:</b> Clint Holder; Sue Ash
	<b>Due date:</b> July 31
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	<b>Due date:</b> July 31
<b>Task 3:</b> Develop and conduct a survey for the supervisors that are not involved in the county specific focus groups. They will be contacted by e-mail to complete a survey regarding their perceptions of effective safety intervention.	<b>Responsible party:</b> Clint Holder
	<b>Due date:</b> August 31
<b>Task 4:</b> Develop method for focus groups with all the state consultants to evaluate attributes of effective safety intervention; supervisor involvement; identify needed supports (1 day off site)	<b>Responsible party:</b> Clint Holder
	<b>Due date:</b> July 7
<b>Task 5:</b> Design method for evaluating attributes of two counties where safety intervention is being implemented incongruently (1 day off site.)	<b>Responsible party:</b> Clint Holder
	<b>Due date:</b> July 14
<b>Task 6:</b> Consultation for development of methods (2 days off site)	<b>Responsible party:</b> Clint Holder & Wayne Holder
	<b>Due Date:</b> July 14
	Work to occur June
<b>Task 7:</b> Conduct three focus groups with all CPS State Consultants in Montgomery. (2 day onsite.)	<b>Responsible party:</b> Clint Holder & Wayne Holder
	<b>Due date:</b> July 25-27
	Travel day = 1
	Work to occur July
<b>Task 8:</b> Evaluate an effective county implementing safety intervention effectively; identify characteristics of county; identify supervisory approach; identify methods and means for how safety intervention has been implemented (3 days on site.)	<b>Responsible party:</b> Clint Holder & Wayne Holder
	<b>Due date:</b> July 17-19

<b>Task 9:</b> Conduct 6 focus groups with supervisors and line staff from Jefferson County; determine opinions about status of safety intervention implementation; identify needs for effectively implementing safety intervention; identify needs supervisors have concerning developing expertise (3 days on site.)	<b>Responsible party:</b> Clint Holder & Wayne Holder
	<b>Due Date:</b> TBD August 29-31 Travel day =
<b>Task 10:</b> Prepare site report which summarizes findings for Tasks 6 and 7 (2 days off site)	<b>Responsible party:</b> Clint Holder
	<b>Due date:</b> Sept 4-6 Work to be done August
<b>Task 11:</b> Based on evaluation, survey, and focus group findings, design a strategic plan for developing supervisors into experts in safety intervention (10 days off site)	<b>Responsible party:</b> Clint Holder
	<b>Due date:</b> Sep 7-15
<b>Task 12:</b> Review the strategic plan with state staff; identify adjustments and revisions (1 day on site)	<b>Responsible party:</b> Clint Holder
	<b>Due Date:</b> TBD Sept 18-25 Travel day =1

**5. What are the plans for following up on-site T/TA and who will be responsible?** Clint Holder will be responsible to follow up on all on site TA; will issue necessary summary reports; will assure the work plan is updated and current; will assure that activities occur as planned.

**6. What are the timeframes for follow-up?** See work plan.

**7. What are the expected outcomes for the organization and the children and families served as a result of the T/TA?** The outcomes for 2005 – 2006 TA are: a) increased capacity in TA expertise of selected state consultants; b) findings related to characteristics of an effectively supervised county and needs and characteristics of a challenged county; c) a strategic plan envisioning activities, inputs, outputs, milestones, activities, methods, objectives and outcomes for developing an existing program to produce supervisor experts in safety intervention.

**8. Will the expected outcomes of the T/TA be captured in any ongoing evaluation efforts?** No

**9. If yes, explain.**