

## Discovery 2010 ~ Capacity Building Opportunities

### Overview

The William Caspar Graustein Memorial Fund's Discovery Initiative aims to engage with all partners in Connecticut to achieve the following result:

*Connecticut children of all races and income levels are ready for school by age five and are successful learners by age nine*

To achieve this aim and continue to advance the Discovery Birth-to-Age Eight Initiative, the Memorial Fund will offer communities the knowledge and tools needed to build and strengthen their **local capacity** to develop, enhance and implement a community-wide plan. The core capacity building opportunities for 2010 are designed to assist communities committed to creating a system of services that is accessible to and supportive of young children and their families and has measurable results. The process for developing the plan is as important as the plan itself. For positive results, the process must be a broad and inclusive community decision making approach that leads to implementing broadly supported strategies.

The focus of the 2010 capacity building program will support collaborative and inclusive community planning guided by the following approaches and services:

**Community Decision Making (CDM)** -presents research-based lessons on what a community needs to do to achieve results for young children through a process that engages the people most affected by the decisions.

**Results Based Accountability (RBA)** –presents tools for organizing and implementing a data-driven comprehensive community planning process. The Charter Oak RBA Institute will help communities start their planning with the end results in mind, use indicators to report on how well the community is doing and ensure that the community-wide strategies directly address the causes contributing to poor outcomes.

**Facilitative Leadership (FL)** –presents the latest developments in leadership theory and practice compelling both formal and informal leaders to view leadership as service, respect the value and diversity that each person brings, and share decision-making. The Interaction Institute for Social Change Facilitative Leadership Institute offers participants an opportunity to explore specific practices, skills, and tools that support the new thinking.

**Community Liaisons** -Liaisons will continue to support communities as a critical friend and reinforce CDM, RBA and FL capacity building. Liaisons will also be available to their community for approved onsite TA requested.

**Other Support** –The 2010 program will also include topic-specific best practice/peer learning sessions and the services of Memorial Fund statewide grantees and partners.

The 2010 Capacity Building Program is described in more detail on the following pages, starting with an Orientation Call.

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### 2010 CAPACITY BUILDING ORIENTATION CALL

<b>Learning Goals:</b>	Increase understanding and awareness of the focus and intent of the 2010 capacity building program and supports		
<b>Audience:</b>	All Discovery collaborative members, partners and community stakeholders		
<b>Participation Guidelines:</b>	Online registration by April 15, 2010 Call information will be provided upon registration.		
<b>Meeting Date:</b>	Conference Call	April 22, 2010	9:00 – 10:30am

### OPTION 2a CAPACITY BUILDING DESIGN MEETING

<b>Learning Goals:</b>	<ul style="list-style-type: none"><li>▪ Clarify Option 2a Capacity Building Needs and Approach</li><li>▪ Reinforce networks across Option 2a communities</li></ul>		
<b>Audience:</b>	Option 2a Discovery collaborative members, partners and community stakeholders		
<b>Participation Guidelines:</b>	Online registration closes one week prior to session		
<b>Meeting Date:</b>	Memorial Fund, Hamden	May 13, 2010	9:00 – 2:30pm

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### INSTITUTES

#### PERFORMANCE MEASUREMENT AND ACCOUNTABILITY INSTITUTE

- Learning Goals:**
- Increase ability to complete all the steps to develop, collect, report, and use program and system measures
  - Explore related issues of governance, accountability, and infrastructure (e.g. data systems, Memorandums of Understanding)
  - Develop a menu of program and system measures communities can use to track and share progress

**Audience:** Discovery communities that are ready to implement at least one program or subset of actions supporting strategies from their comprehensive community plan

- Participation Guidelines:**
- Communities ready to implement at least a piece of their plan
  - Commitment to complete homework that include:
    - adopting a menu of system measures, developing baseline data for those measures, and design a method of peer exchange
    - developing performance measures for at least one program or subset of actions supporting strategies that is being or will shortly be implemented
  - Community teams of 4-6 members of the collaborative leadership team, including a leader of the work group responsible for overseeing the implementation of the identified program or actions
  - All team members are able to attend all three modules of the Institute

*Application Deadline: **April 27, 2010***

<b>Meeting Dates:</b>	Memorial Fund, Hamden	May 11, 2010	9:00 – 3:00pm
	Memorial Fund, Hamden	June 14, 2010	9:00 – 3:00pm
	Memorial Fund, Hamden	July 13, 2010	9:00 – 3:00pm

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### RESULTS BASED ACCOUNTABILITY INSTITUTES (TWO CONCURRENT)

- Learning Goals:**
- Develop a working knowledge of Results Based Accountability.
  - Learn how to build a complete accountability framework to guide collaborative planning and engagement of community stakeholders.
  - Develop skills and apply practical tools to local efforts.

**Audience:** Discovery communities selected as **Option 2b** will receive preference for these institutes  
Up to 6 communities per RBA Institute will be admitted.

- Participation Guidelines:**
- The Early Childhood collaborative has formal committee structure to organize and lead a community planning process
  - Community teams will consist of at least 3 but no more than 6 people
  - All team members are able to attend all four modules of the Institute
- Application Deadline: May 3, 2010**

<b>Meeting Dates:</b>				
Institute #1	Memorial Fund, Hamden	<b>1- May 24, 2010</b>		9:00 – 4:00pm
		<b>2- June 21, 2010</b>		9:00 – 4:00pm
		<b>3- August 23, 2010</b>		9:00 – 4:00pm
		<b>4- September 20, 2010</b>		9:00 – 4:00pm
Institute #2	Memorial Fund, Hamden	<b>1- May 25, 2010</b>		9:00 – 4:00pm
		<b>2- June 22, 2010</b>		9:00 – 4:00pm
		<b>3- August 24, 2010</b>		9:00 – 4:00pm
		<b>4- September 21, 2010</b>		9:00 – 4:00pm

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### FACILITATIVE LEADERSHIP

- Learning Goals:**
- Increase ability to manage, evaluate and maintain a balanced approach to the work (Results, Relationship & Process).
  - Increase ability to involve people in decision making in a way that improves the quality of decisions and increases commitment to implementation.
  - Facilitate work discussions and meetings so that people build agreements that lead to realistic action plans.

**Audience:** All Discovery grantees, partners and community stakeholders

**Participation Guidelines:** Online registration closes one week prior to the session  
Session limited to 20 participants per Institute (online registration will close once capacity is met)

<b>Meeting Date Options:</b>	Institute #1	Homewood Suites, Farmington	<b>April 7, 2010</b>	8:30 – 5:00pm
			<b>April 8, 2010</b>	8:30 – 5:00pm
			<b>April 9, 2010</b>	8:30 – 5:00pm
	Institute #2	Homewood Suites, Farmington	<b>August 3, 2010</b>	8:30 – 5:00pm
			<b>August 4, 2010</b>	8:30 – 5:00pm
			<b>August 5, 2010</b>	8:30 – 5:00pm

### FACILITATIVE LEADERSHIP ALUMNI CLINIC

- Learning Goals:**
- Review and highlight key elements of Facilitative Leadership
  - Share challenges and success of using Facilitative Leadership in community and receive feedback from peers and Facilitative Leadership Trainers

**Audience:** All Discovery collaborative members, partners and community stakeholders who have completed a Facilitative Leadership Institute

**Participation Guidelines:** Online registration closes one week prior to the session  
Session limited to 40 participants (online registration will close once capacity is met)

**Meeting Date:** Memorial Fund, Hamden      September 24, 2010      9:00 - 4:00pm

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### KINDERGARTEN TRANSITION INSTITUTE

**Learning Goals:**                   ▪ Learn about setting in place structures to sustain an effective Kindergarten Transition process

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**Audience:**                   The Kindergarten Transition Institute is for all Discovery communities where:

- No transition team exists
- An existing team has identified the need to develop an action plan
- An existing team wants to improve or enhance their action plan

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**Participation Guidelines:**   TBD

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**Meeting Dates:**               TBD

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### BEST PRACTICE/PEER LEARNING SESSIONS

#### INFANT & TODDLER FAMILY CHILD CARE

**Meeting Goals:**

Join the staff of All Our Kin to learn about the teaching and learning model they offer to family child care providers in greater New Haven, and the “quality highway” they have developed to support home-based providers from licensure to accreditation and beyond.

- Learn about the values, philosophy and learning model behind the All Our Kin family child care network.
- Gain concrete strategies for reaching out to and supporting family child care providers in your community.
- Brainstorm solutions to challenges in your own community with the support of All Our Kin staff.
- Explore ways to leverage existing resources and professional development opportunities to support family child care providers.
- Problem-solve and reflect with other Discovery communities around your work with family child care providers, with guidance and support from All Our Kin staff.

**Audience:**

Collaborative members and agency staff in Discovery communities engaged in working with family child care providers.

**Participation Guidelines:**

- Communities are encouraged to bring a team of 2-4 members of the collaborative including individuals most closely responsible for work involving family child care providers. Agency/organization staff responsible for supporting family child care is highly encouraged to attend.

**Online registration:** closes one week prior to session. Session limited to 30 participants (online registration will close once capacity is met)

**Meeting Date:**

Memorial Fund, Hamden    March 29, 2010    9:00 – 3:00pm

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### PANEL ON COMMUNITY PLANNING

<b>Meeting Goals:</b>	Explore the community planning process with peer communities. <ul style="list-style-type: none"><li>▪ Gain an understanding of the role of staff and the planning consultant</li><li>▪ Understand the importance of the collaborative leadership</li><li>▪ Learn how communities have worked to ensure process is owned by the broader community</li><li>▪ Learn how communities are engaging system partners</li><li>▪ Hear about how RBA really works in community</li><li>▪ Learn about the importance of keeping the planning process real and broadly owned</li></ul>
<b>Audience:</b>	Discovery communities selected as <b>Option 2a or 2b</b> will receive preference for this session
<b>Participation Guidelines:</b>	<ul style="list-style-type: none"><li>▪ Communities are encouraged to attend in small team consisting of 2-4 collaborative members involved in the planning process.</li><li>▪ <b>Online registration:</b> closes one week prior to session. Session limited to 30 participants (online registration will close once capacity is met)</li></ul>
<b>Meeting Date:</b>	Memorial Fund, Hamden      May 4, 2010      9:00 – 3:00pm

#### Important Note:

**Additional Best Practice/Peer Learning Sessions are still under development and tentatively scheduled for the fall of 2010 and January 2011.**

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### FOLLOW-UP TECHNICAL ASSISTANCE

#### FOLLOW-UP TA

<b>Description:</b>	<p>On-site follow-up support and technical assistance on the Discovery Guiding Frameworks, including elements of the following:</p> <ul style="list-style-type: none"><li>○ Community Decision Making (CDM)</li><li>○ Results Based Accountability (RBA)</li><li>○ A Framework for Child Health Services</li></ul> <p>In addition Liaison will be available to support the facilitation of the Community Self-Assessment Tool</p>
<b>Goal:</b>	<p>Option 1 and 2 communities are eligible for on-site technical assistance support.</p>
<b>Participation Guidelines:</b>	<ul style="list-style-type: none"><li>▪ The Collaborative members, including but not limited to the chairperson and coordinator should be involved in determining the specific piece of work.</li><li>▪ Determine whether the work will require support from the community's assigned Liaisons, another Liaison or another Consultant.</li><li>▪ Once a decision on the work is made, the collaborative must submit an On-site TA Request form to their Liaison who will forward it to the Memorial Fund.</li></ul>

**OTHER SPECIFIC TA REQUEST WILL ALSO BE CONSIDERED**

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### OTHER OPPORTUNITIES

#### DISCUSSIONS ON SPECIAL TOPICS

<b>Description</b>	The Memorial Fund will share the learning that comes from the evaluation with grantees and the experience of partners whose work makes up Discovery. We are planning two Discussions on Special Topics this year. During these sessions grantees will engage in conversation about how to bring together initiative findings with local and statewide experience to strengthen Discovery. See below for session topics.			
<b>Meeting Goals:</b>	<ul style="list-style-type: none"> <li>• Session 1: A discussion on “Engaging schools in supporting kindergarten transition” will provide information drawn from the work of community collaboratives who have engaged in kindergarten transition work.</li>   <li>• Session 2: A discussion of “Parent Engagement in Policy Work” will focus on successful strategies for engaging parents, and questions that can help participants assess and strengthen the work of engaging parents in local policy work and mobilizing parents to participate in statewide activities.</li> </ul>			
<b>Audience:</b>	These discussions will be useful to all grantees interested in learning more about kindergarten transition efforts or about the challenges and opportunities for increasing parent engagement.			
<b>Participation Guidelines:</b>	Online registration closes one week prior to session Session limited to 20 participants (online registration will close once capacity is met)			
<b>Meeting Dates:</b>	Session 1: Parent Engagement	Memorial Fund, Hamden	April 13, 2010	TBD
	Session 2: K-Transition	Memorial Fund, Hamden	April 2010	TBD

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### OPPORTUNITIES AVAILABLE THROUGH CONNECTICUT ASSOCIATION OF HUMAN SERVICES (CAHS)

#### CAHS - PROVIDERS CAUCUS

<b>Description</b>	Early Care and Education providers convene monthly to deliberate on the status of early care and education funding, share program experiences, discuss and attempt to reach consensus on ideas to affect pending public policy, receive relevant updates, and share resources. Providers participating on Discovery collaboratives are encouraged to provide local updates and share community plans. At least one representative of the Providers Caucus attends the Early Childhood Alliance meeting to ensure the collective voice of the Caucus members is voiced. Participants of the Caucus are also members of a larger list serve of over 100 providers who receive regular updates on issues directly affecting child care providers.
<b>Purpose:</b>	To maintain a foundation of informed early care and education providers equipped and ready to advocate for increased funding to ensure that all children have access to a quality and affordable early care and education experience.
<b>Audience:</b>	Those providing direct early care and education services. Providers of all types are welcomed to participate: publicly-funded, independent providers, and family child care providers.
<b>Participation Guidelines:</b>	Contact Sherry Linton-Massiah, <a href="mailto:slinton@cahs.org">slinton@cahs.org</a> , (860) 951-2212x233.
<b>Meeting Dates:</b>	CAHS, Hartford      1 <sup>st</sup> Wednesdays of the month      1:00-3:00pm

#### CAHS - LINKING TO DISCOVERY

<b>Description</b>	CAHS staff works closely with the other statewide grantees to ensure that local communities are informed of state-level policy deliberations and that advocacy at the state level is informed by the voice of communities. As such, CAHS staff attends Discovery Collaborative meetings to keep abreast of local community needs and present to communities on the Landscape of Early Care of Education, as needed, to ensure that communities are receiving a uniform message on the status of early care and education in Connecticut. CAHS is willing to meet one-on-one with Discovery members to talk about policy and give tips about how to talk with legislators and advocate at the Capitol.
<b>Purpose:</b>	To establish and maintain relationships with members of community collaboratives, inform Discovery communities about state policies and deliberations, and keep statewide advocates informed of local planning and community needs.
<b>Audience:</b>	All Statewide grantees and Discovery collaborative members.
<b>Participation Guidelines:</b>	Contact Sherry Linton-Massiah, <a href="mailto:slinton@cahs.org">slinton@cahs.org</a> , (860) 951-2212x233.

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### CAHS - ECE LIST SERV (ECEINFO@LISTS.CAHS.ORG)

<b>Description</b>	CAHS staff manages a list serve of over 600 early care and education community members. The listserv enables members to share relevant data and resources.
<b>Meeting Goals:</b>	To maintain a forum for members of the early care community to readily communicate in a timely fashion.
<b>Audience:</b>	All statewide grantees, Discovery collaborative members and other partners.
<b>Participation Guidelines:</b>	For more information contact Sherry Linton-Massiah, <a href="mailto:slinton@cahs.org">slinton@cahs.org</a> , (860) 951-2212x233.

### OPPORTUNITIES AVAILABLE THROUGH THE CONNECTICUT EARLY CHILDHOOD ALLIANCE (ALLIANCE)

#### ALLIANCE - MONTHLY MEETINGS

<b>Description</b>	The Connecticut Early Childhood Alliance holds its monthly meeting on the first Thursday of each month at the Graustein Memorial Fund. Guest speakers are invited to present on topics such as appropriate messaging for early care initiatives; state initiatives impacting workforce development; quality enhancement; building a quality early care system; and other related topics impacting young children and their families.
<b>Meeting Goal:</b>	<ul style="list-style-type: none"> <li>• Provide members and participants with up-to-date information on state budget and legislative initiatives impacting early care providers, parents and community members.</li> </ul>
<b>Audience:</b>	These meetings are open to everyone interested in early childhood initiatives.
<b>Participation Guidelines:</b>	If you are interested in receiving regular announcements about our monthly meetings, please contact Samantha Dynowski at <a href="mailto:dynowski.ceca@gmail.com">dynowski.ceca@gmail.com</a> .
<b>Meeting Dates:</b>	The first Thursday of each month, 9:00 to 11:00 a.m., at the Memorial Fund

#### ALLIANCE - LEGISLATIVE TOURS

<b>Description</b>	The Connecticut Early Childhood Alliance works with local early care programs from across the state to arrange tours of facilities with state legislators. The tours usually take 30 minutes to an hour.
<b>Goal:</b>	<ul style="list-style-type: none"> <li>• Show your legislator what a quality program looks like, and discuss the challenges you face at your center—or as a parent.</li> </ul>
<b>Audience:</b>	Early care and education teachers, providers and parents.
<b>Participation Guidelines:</b>	The Alliance will work with your program to help you with your story and message, as well as invite local media to cover the tour. If you are interested in coordinating a tour, please contact Samantha Dynowski at 860-819-3647 or <a href="mailto:dynowski.ceca@gmail.com">dynowski.ceca@gmail.com</a>

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### ALLIANCE - LEADERSHIP TRAINING

<b>Description</b>	A powerful weeklong leadership training opportunity will take place in Meriden, CT this March. The non-partisan residential training is for anyone who wants to learn how to effectively impact the public arena through community organizing. You will engage with other participants in a learning community that emphasizes self-reflection, introspection and mutual inquiry. You will benefit from an environment that will give you the opportunity to take risks, practice new behaviors, and reexamine your current strengths and weaknesses.
<b>Goal:</b>	<ul style="list-style-type: none"><li>• Develop, by the end of the week, a personal plan of action for becoming a more effective and powerful person.</li></ul>
<b>Audience:</b>	Parents, early childhood advocates, local elected officials, clergy and faith leaders, and organizational staff.
<b>Participation Guidelines:</b>	For cost and additional details please contact Ann Pratt at 860-209-1234 or <a href="mailto:Prattworks@earthlink.net">Prattworks@earthlink.net</a> . (Limited scholarship funds are available for Alliance members.) There are only 30 slots for this training, and it is filling up fast.
<b>Meeting Dates:</b>	Sunday, March 21, 2010 to Friday, March 26, 2010

### ALLIANCE - EARLY CARE AND EDUCATION EVENTS & FORUMS

<b>Description</b>	The Connecticut Early Childhood Alliance would like to support community members to create a conversation about early education issues in their community.
<b>Meeting Goals:</b>	<ul style="list-style-type: none"><li>• Engage and educate parents, schools and your broader community about the importance of child development and investments in young children.</li></ul>
<b>Audience:</b>	Anyone interested in early care and education.
<b>Participation Guidelines:</b>	The Alliance is available to provide up-to-date information about early care policy initiatives on the federal, state and local levels. The Alliance can also support you in creating engaging and interactive dialogs with local legislators, educators and key community stakeholders around early care issues. For more information, please contact Ann Pratt at 860-209-1234 or <a href="mailto:Prattworks@earthlink.net">Prattworks@earthlink.net</a>