

- ① Project includes 48 programs, with ~175 Home Visitors having varied patterns of training.
- ② Baseline measures are taken, including demographics, Self-perceived Efficacy/Well-being, and Job Satisfaction.
- ③ All Home Visitors receive on-line training focused on Core Knowledge of child development, complex families, cultural diversity, domestic violence, trauma informed care, etc., and empowerment/self-care. \*Learning assessments will take place in coordination with completion.
- ④ Home Visitors in half the programs are randomly assigned to face-to-face discussion of training modules, half no discussion.
- ⑤ The outcome variables (except Core Knowledge) will be measured at endline. **Hypothesis 1:** All staff outcome measures will be greater at endline than baseline. **Hypothesis 2:** These effects will be increased (moderated) by the experience of group discussion.
- ⑥ **Hypothesis 3:** Home Visitor Retention will be greater at endline than at baseline. We also conduct correlational analyses on **Exploratory Topic 1:** How do the outcomes influence each other, and on **Exploratory Topic 2:** How do they mediate program effects on Retention?
- ⑦ Beyond hypothesis testing, we will conduct staff interviews at endline (and exit interviews for departing home visitors). From this material we will conduct ask two questions: **Exploratory Topic 3:** How do Home Visitors experience the additional training and how does this influence their present experience of their job? **Exploratory Topic 4:** How do Home Visitors (endline or exit) think about leaving this position (or not)?

<b>Goal 1: Standardize the knowledge and competencies of the home visiting workforce serving families in high need communities.</b>			
<b>Objectives and Activities</b>	<b>Person Responsible</b>	<b>Start</b>	<b>Completion</b>
<b>Objective 1.1: Develop and manualize on-line, on demand training modules</b>			
<b>Activities</b>			
<b>Activity 1: Initial Activities</b>			
Start up: Hire staff, purchase needed video equipment and software for on-line modules – Eastern Connecticut State University (ECSU), University of Connecticut (UConn), CT Association of Infant Mental Health (CTAIMH) United Way (UW)	ECSU, UConn, CTAIMH, UW	Oct 2016	Nov 2016
Initial planning meetings with OEC and Eastern Connecticut State University and UConn (re: self-efficacy portions of modules)	OEC & ECSU	Oct 2016	Nov 2016
Identify Advisory Group and hold first meeting and share tasks for developing each module <ul style="list-style-type: none"> <li>i. Outline content (meet with partners, experts)</li> <li>ii. Identify experts to be interviewed (in consultation with partners)</li> <li>iii. Identify footage needed (in consultation with partners)</li> <li>iv. Write content</li> <li>v. Videotape experts, home visits, and other footage</li> <li>vi. Edit footage</li> <li>vii. Finalize videos (add voiceover, animation, etc.)</li> <li>viii. Design module (create assessments, upload components, etc.)</li> <li>ix. Finalize modules (get approved, test)</li> <li>x. Write facilitator's guide for discussion groups</li> </ul>	ECSU	Oct 2016	Nov 2016
<b>Activity 2: Focus Groups</b>			
Conduct focus groups with home visitors representing all four evidence based models (Parents as Teachers, Early Head Start, Nurse Family Partnership, Child First) to get feedback on the specific items within each content area that would be most helpful for home visitors to access in on-line training modules.	ECSU	Oct 2016	Nov 2016
<b>Activity 3: Module Content Development and Expert Engagement</b>			
Meet with partners to plan modules on safe sleep practices, trauma informed care, domestic violence, substance abuse and infant mental health; write outline, identify needed footage, identify experts to be interviewed, schedule videotaping, and begin writing content	ECSU	Oct 2016	Jan 2017

Meet with experts to begin planning for module on communicating with families/ motivational interviewing, write outline, begin identifying existing footage and other resources (including Head Start resources) to be used and additional footage needed, identify experts to be interviewed, and begin writing content	ECSU	Oct 2017	Dec 2017
Begin planning for module on obesity and (3) child development modules, write outline, identify needed footage, identify experts to be interviewed, schedule videotaping, and begin writing content	ECSU	May 2017	Dec 2017
<b>Activity 5: Module Design</b>			
Design 8 – 10 self-paced, video-rich, interactive, on-line training modules with built-in self-assessments for home visitors built on the CT Core Knowledge and Competencies as a framework and including content on the following: We will be working with the Parents with Cognitive Limitations Workgroup to ensure that modules, where appropriate, have content that is suitable to use with families with cognitive delays.			
Design module for safe sleep, trauma informed care, domestic violence, substance abuse, edit and upload video footage, begin writing facilitators' guides	ECSU	Apr 2017	Jun 2017
Design module for communicating with families, infant mental health and child development and learning, edit and upload video footage, write facilitator's guide	ECSU	Oct 2017	Dec 2017
Design module for obesity and child development modules; collect and edit video footage; begin writing facilitators' guides	ECSU	Jan 2018	Mar 2018
<b>Activity 4: Interviews and Videotaping</b>			
obtain footage, and interview experts on safe sleep, trauma informed care, domestic violence and substance abuse.	ECSU	Jan 2017	May 2017
obtain footage, and interview experts on communicating with families and infant mental health	ECSU	Jul 2017	Sep 2017
obtain footage, and interview experts on obesity	ECSU	Oct 2017	Dec 2017
obtain footage, and interview experts on (3) child development modules	ECSU	Jan 2018	Mar 2018
<b>Activity 6: Facilitator's Guide Development</b>			
Finalize videos and module on safe sleep practices and trauma informed care, write facilitator's guide for discussion groups; begin gathering and analyzing feedback from users	ECSU	Apr 2017	Jun 2017
Finalize module for domestic violence and substance abuse, and write facilitator's guide for discussion groups, begin gathering and analyzing feedback from users	ECSU	Jul 2017	Sep 2017
Finalize module for communicating with families and infant mental health, write facilitator's guide for discussion groups, begin gathering and begin analyzing	ECSU	Jan 2018	Mar 2018

feedback from users			
Finalize module on obesity and (3) child development modules, write facilitator's guide for discussion groups, begin gathering and analyzing feedback from users	ECSU	Apr 2018	Jun 2018
<b>Goal 2: Increase the retention of home visiting staff by reducing the stress of working with high risk families, increasing feeling of competence and reducing isolation</b>			
<b>Objective</b>	<b>Person Responsible</b>	<b>Start</b>	<b>Completion</b>
<b>Objective 2.1: Online modules include material to encourage a greater sense of empowerment and support for self-care of the home visitors will integrate approaches to cultural and language diversity.</b>			
<b>Activities</b>			
<b>Activity 1: Home visiting staff complete online modules</b>			
Enable home visitors to improve their skills and knowledge of working with families with complex issues through on-line training	ECSU	Jun 2017	Sep 2018
Provide home visiting programs with tablet computers that staff can use during home visits to access videos and other resources for families.	ECSU	Jun 2017	Sep 2018
<b>Activity 2: Facilitated Group Discussions</b>			
Train qualified consultants to facilitate group discussions of the on-line modules.	UConn/CHHD	Mar 2017	Mar 2018
Engage a random sample of home visiting staff in facilitated group discussions after completion of training modules	UConn/CHHD	Jul 2017	April 2018
<b>Activity 3: Module Feedback</b>			
Solicit broad-based feedback on modules and identify needed changes and additions	ECSU	Apr 2018	Jun 2018
Adjust any modules needing revisions based on feedback received from discussion groups	Eastern Connecticut State University	Jul 2018	Sep 2018
<b>Activity 4: Module finalization</b>			
Finalize all clips for inclusion in the Connecticut Early Childhood Video Library, finalize links to all modules from OEC website	Eastern Connecticut State University	Jul 2018	Sep 2018
Design and create an opportunity for the learning modules to possibly lead to college credits. Those who successfully complete the module and additional assessment (e.g., reflective portfolio and/or exam) could meet the criteria for college credit, thereby creating possible opportunities for home visiting staff to earn college credits or continuing education units after completion of training modules.	Eastern Connecticut State University	Sep 2016	Sep 2018
<b>Goal 3: Carry out empirical, experimental and quasi-experimental evaluation of Goal 2 and its Objectives.</b>			
<b>Objective</b>	<b>Person Responsible</b>	<b>Start</b>	<b>Completion</b>

<b>Objective 3.1 Evaluate changes in outcome variable associated with training module intervention (quasi-experimental)</b>			
<b>Objective 3.2: Test the added value of bringing together small groups of home visitors for face to face discussion and reflection on the modules, facilitated by trained personnel (experimental)</b>			
<b>Activities</b>			
<b>Activity 1: Tool Development</b>			
Develop and pre-test modules in consultation with the above individuals and groups;	UConn/CHDD	Oct 2016	Dec 2016
Develop quantitative and qualitative measures for assessing desired outcomes in a prospective pre- and post-innovation design	UConn/CHDD	Oct 2016	Dec 2016
Exit interviews with all departing home visitors	UConn/CHDD	Oct 2016	Sept 2018
Collect baseline data relevant to the desired outcomes, including recent rates of retention for home visitors in each of the MIECHV-funded programs, and demographic information on the families and communities served.	UConn/CHDD	Nov 2016	Dec 2016
Designation of samples for the two versions of innovation (on-line training modules alone or with face-to-face discussion groups)	UConn/CHDD	Jan 2017	Mar 2017
Full implementation of both versions of the innovations to participating home visitors in each group;	UConn/CHDD	Apr 2017	Jun 2017
Interview subsample regarding how the on-line modules are being used, patterns of participation in the discussion groups, and home visitors' perceptions of their relevance and usefulness;	UConn/CHDD	Apr 2018	Dec 2018
Interview subsample regarding final outcome measures	UConn/CHDD	May 2018	July 2018
Transcribe, code, analyze exits interviews as they proceed	UConn/CHDD	Oct 2018	Sep 2018
Transcribe, code, analyze final outcome interviews	UConn/CHDD	Jun 2018	Aug 2018
Carry out statistical evaluation of the effectiveness of the innovations, both short-term outcomes (knowledge, self-perceived competence, job satisfaction) after participants have completed trainings, and long-term outcome (job satisfaction, retention); with and without facilitated discussion.	UConn/CHDD	Jul 2018	Sep 2018
Disseminate the results to both researchers and the wider community.		Aug 2018	Sep 2018

**Attachment 3: Maintenance of Effort Chart**

<b>NON-FEDERAL EXPENDITURES FY Prior to Application (Actual)</b>	<b>Current FY of Application (Estimated)</b>
Actual prior FY non-Federal funds, including in-kind, expended for activities proposed in this application. If proposed activities are not currently funded by the institution, enter \$0. Amount: \$100,000	Estimated current FY non-Federal funds, including in-kind, designated for activities proposed in this application. Amount: \$100,000

## **Attachment 4 – Applicant Staffing Plan**

The staffing plan includes seven professional staff that ensures success in meeting the programmatic and fiscal requirements of the MIECHV program. The staff includes personnel with expertise in implementing, managing and monitoring evidenced based home visiting programs, offering training and technical assistance to LIA staff, quality assurance and continuous quality improvement, and fiscal monitoring and contract compliance.

### **0.20 FTE (In-Kind) MIECHV Program Director, Lynn Skene Johnson Ed.D.**

Primary Role: Oversight and day-to-day management of the MIECHV program. Plans and manages program development and implementation activities. Oversees program administration and budgeting, directs and supervises MIECHV staff, maintains contact with key individuals relevant to the implementation of the program, ensures consistency and quality of services, monitors program activities and assumes overall responsibility for monitoring the financial aspects of the MIECHV program with a primary focus on sub-recipient contracts. Qualifications include a Doctorate degree and ten (10) years of state level program administration. (Salary paid through State of Connecticut General Fund)

### **0.60FTE (In-Kind) MIECHV Program Manager, Catherine Lenihan, BA**

Primary role: Coordinates quality assurance activities. Responsibilities include coordination of MIECHV program and fiscal staff, data collection, continuous quality improvement, technical assistance and training. Coordinates and tracks progress on the state implementation plan and timeline, monitors subcontractor performance through site visits and review of program reports, develops budgets and contracts, participates in state, regional and federal MIECHV meetings, coordinates trainings for the fatherhood programmatic area of emphasis, and provides coordination of the MIECHV program within the state funded PAT sites, and other duties as outlined in the job description. Qualifications include a Bachelor's degree, seven (7) years of professional employment in the health and/or human services field, a three (3) years of experience as a program manager. (Salary paid through State of Connecticut General Fund)

### **1 FTE Epidemiologist 2, Constance Heye, MPH**

Primary Role: Responsibilities include data collection, analysis, tracking and reporting, dissemination of data, recommendations for continuous quality improvement, coordination and support for CQI plan at the state and local level. Develops data systems, provides data and benchmarks training, collect benchmark data, and data sharing with evaluator, local implementing agencies, and serves as liaison with national MIECHV data efforts. Qualifications include a Bachelor degree and five years (5) of experience performing related duties. (Salary paid through this MIECHV Grant)

### **1 FTE Primary Prevention Services Coordinator, Jennifer Wilder, MSW**

Primary Role: Monitoring programmatic activities and use of funds at the state level. Responsibilities include sub-recipient monitoring to ensure compliance with programmatic requirements and expectations, conducting site visits, receiving and reviewing subcontractor quarterly programmatic and financial reports and model fidelity, receives and reviews contractor quarterly financial reports. Qualifications include a Bachelor's degree, seven (7) years of professional employment in the health and/or human services field. (Salary paid through this MIECHV Grant)

**1 FTE Primary Prevention Services Coordinator, Ashley Murphy, MPH**

Primary Role: Monitoring programmatic activities and use of funds at the state level.

Responsibilities include sub-recipient monitoring to ensure compliance with programmatic requirements and expectations, conducting site visits, receiving and reviewing subcontractor quarterly programmatic and financial reports and model fidelity, receives and reviews contractor quarterly financial reports. Qualifications include a Bachelor's degree, seven (7) years of professional employment in the health and/or human services field. (Salary paid through this MIECHV Grant)

**0.20 FTE (In-Kind) Associate Fiscal Administrative Officer, Sarah Poulin, BA**

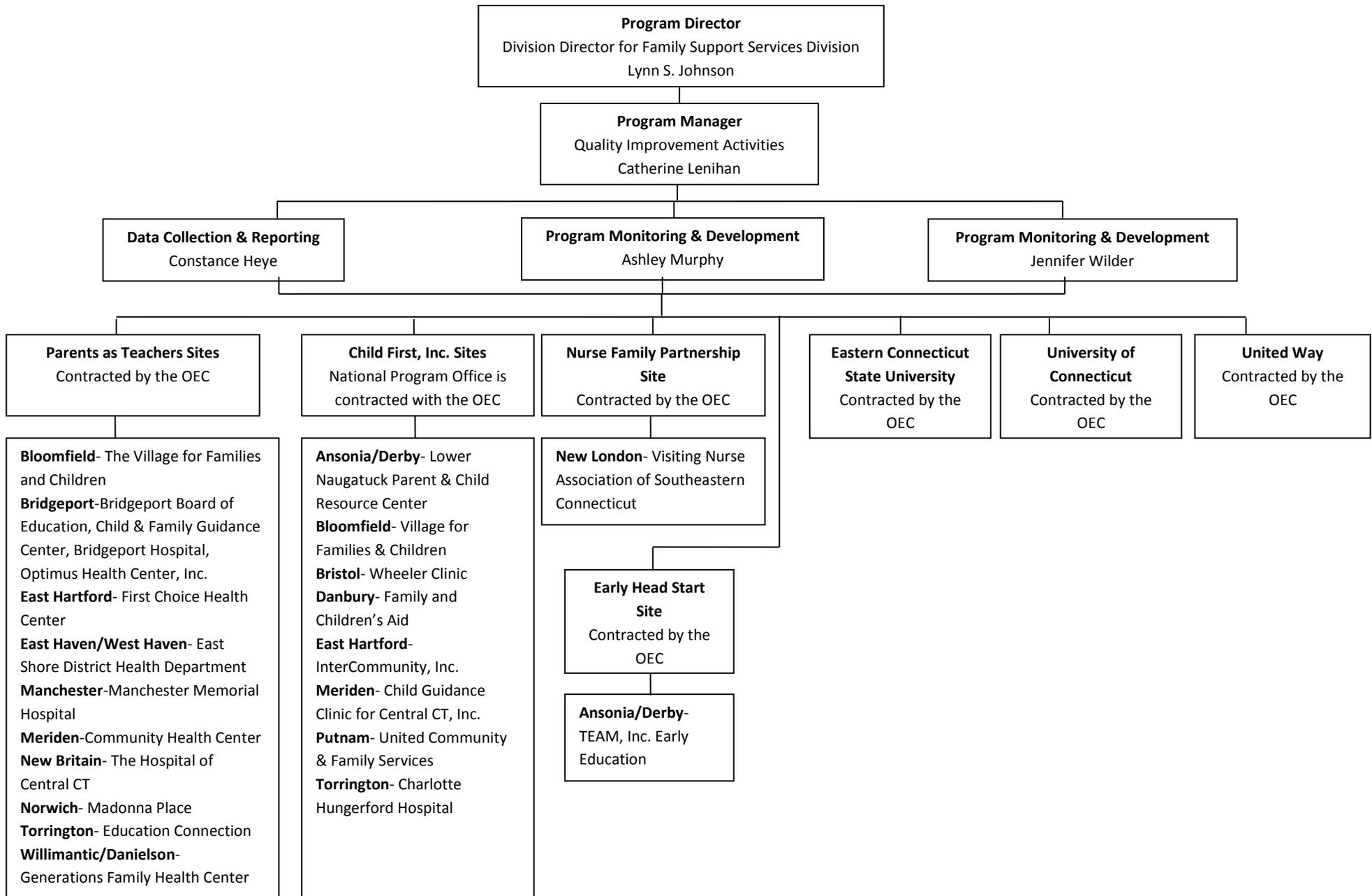
Primary Role: Monitoring the use of funds; and provides technical assistance related to financial reports and budgets. Qualifications include a Bachelor's degree, seven (7) years of professional employment in the fiscal services and accounting. (Salary paid through State of Connecticut General Fund)

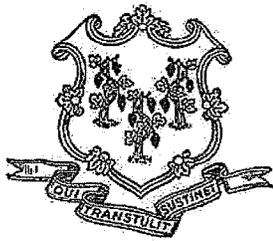
**0.20 FTE (In-Kind) Family Support Services Program Director, Linda Harris, MSW**

Primary Role: Assumes overall responsibility for monitoring the financial aspects of the MIECHV program with a primary focus on sub-recipient contracts. (Salary paid through State of Connecticut General Fund)

# CONNECTICUT MATERNAL, INFANT AND CHILDHOOD HOME VISITING PROGRAM

## Project Organizational Chart





**STATE OF CONNECTICUT  
MEMORANDUM OF AGREEMENT  
Between  
Eastern Connecticut State University  
And  
The Office of Early Childhood**

ECSU LOG No. \_\_\_\_\_

This Memorandum of Agreement (“MOA” or “Agreement”) is entered into by and between Eastern Connecticut State University (“ECSU”) and the Office of Early Childhood (“OEC”) (ECSU and OEC collectively are the “parties”) should the OEC be awarded the MIECHV Innovation grant.

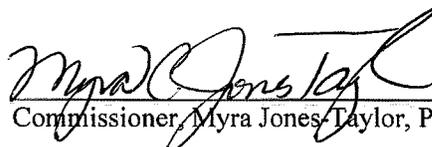
**WHEREAS**, the MIECHV Program is funded by formula grants and a competitive grant that are provided by the U.S. Department of Health and Human Services, Health Resources and Services Administration (“HRSA”) and is limited to work under those grants;

**NOW, THEREFORE**, ECSU and OEC agree as follows:

1. **Purpose.** This [MOA] establishes a relationship between the Office of Early Childhood (OEC) and the Center for Early Childhood Education (CECE) at Eastern Connecticut State University (ECSU or Contractor) for the development of training materials designed to assist the OEC in constructing a comprehensive technical assistance system for home visiting programs in Connecticut. The Center for Early Childhood Education (CECE) at Eastern Connecticut State University will develop a series of on-line, video-rich training modules for Connecticut home visitors to improve their knowledge and skills in serving young children and their families as outlined in detail in the grant proposal to be submitted to DHHS.
2. **Terms of Agreement.** This Agreement will begin on September 30, 2016 through September 30, 2018 for the amount outlined in the grant proposal. Unless amended or terminated sooner as provided herein.
3. **Committed Programs.** Center for Early Childhood Education (CECE)
4. **Additional Provisions.**
  - a. Points of Contact: The following individuals shall be the contact people for the respective programs and parties:

ECSU: Dr. Dimitrios Pachis, Provost and Vice President for Academic Affairs 83 Windham Street Willimantic, CT 06226	OEC: Myra Jones-Taylor, Commissioner Office of Early Childhood 165 Capital Avenue Hartford, CT 06106
--	--

FOR:  
 EASTERN CONNECTICUT STATE  
 UNIVERSITY ON BEHALF OF CENTER  
 FOR EARLY CHILDHOOD EDUCATION:  
  
 Dr. Dimitrios Pachis, Provost and Vice President for Academic Affairs  
 Date 5-13-16

FOR:  
 THE OFFICE OF EARLY CHILDHOOD  
  
 Commissioner, Myra Jones-Taylor, Ph.D.  
 Date 5-17-16



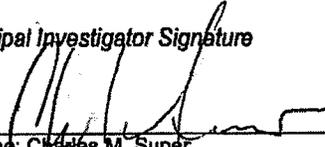
**COOPERATING INSTITUTION CONSORTIUM STATEMENT**

The University of Connecticut proposes to participate in this application as described below:

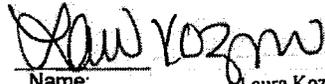
PRIME GRANTEE/CONTRACTOR	State of Connecticut		
PRINCIPAL INVESTIGATOR	Connecticut Office of Early Childhood		
SPONSOR AGENCY	MIECHV / HRSA / HHS		
PROJECT TITLE	Maternal, Infant, and Early Childhood Home Visiting Program - Innovation Awards		
SUB-GRANTEE/CONTRACTOR	University of Connecticut		
PRINCIPAL INVESTIGATOR	Charles M. Super		
DEPARTMENT	HDFS		
CONGRESSIONAL DISTRICT	CT-002	EMAIL	charles.super@uconn.edu
PHONE	860-486-1595	FAX	
PROJECT TITLE	Evaluation of Home Visiting Innovation		
PERIOD OF PERFORMANCE 9/30/16 to 9/30/18	TOTAL UCONN COSTS	Direct Costs	\$ 197,133
	\$ 311,470	F&A	\$ 114,337
Human Subjects	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	IRB Approval Date	pending
Animal Subjects	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	IACUC Approval Date	11

The appropriate program and administrative personnel of the University of Connecticut are aware of the sponsoring agency's guidelines and are prepared to establish the necessary inter-institutional agreement(s). The University of Connecticut makes all applicable assurances/certifications and has implemented a written policy for Investigator Financial Disclosure and Conflict of Interest consistent with PHS and NSF requirements.

Principal Investigator Signature

  
 Name: Charles M. Super  
 Title: Professor  
 Date: 10 May 2016

Authorized Representative Signature

  
 Name: Laura Kozma  
 Title: Director  
 Sponsored Program Services  
 Date: 5/13/16

Office of the Vice President for Research  
 Sponsored Programs  
 438 WHITNEY ROAD EXTENSION, UNIT 1133  
 STORRS, CT 06269-1133  
 PHONE 860.486.3822  
 FAX 860.486.3726  
 www.osp.uconn.edu

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An Equal Opportunity Employer



## Connecticut Association for Infant Mental Health

Supporting the Social and Emotional Health  
of Infants, Young Children and their Families

May 12, 2016

*Infant mental health is about early relationships, their origin and their power.*

*Babies develop in the context of relationships. Warm, sensitive and predictable relationships build the rapidly developing brain.*

*Promoting these early powerful relationships is the work of professionals from many disciplines.*

*CT-AIMH strives to tell the story for babies and supports those who care for them and their families.*

Dear Lynn S. Johnson:

The Connecticut Association for Infant Mental Health (CT-AIMH) agrees to participate in the HRSA-16-025: Maternal, Infant and Early Childhood Home Visiting Program – Innovation Grant, as described in the application.

The mission of CT-AIMH is to provide statewide opportunities to enhance knowledge and promote a positive influence on the social emotional health and development of infants, young children and their families/caregivers. One of CT-AIMH's mission-related priorities is to increase the competency and capacity of the workforce serving infants and young children and their families.

CT-AIMH is committed to contributing to the development and retention of a trained, highly skilled home visiting workforce. Thank you.

Warmly,

Heidi J. Maderia, MS, IMH-E®  
Executive Director

Connecticut Association for Infant Mental Health  
Heidi.maderia@yale.edu  
(860) 617-1965

230 S. Frontage Road, New Haven, CT 06520  
[www.ct-amih.org](http://www.ct-amih.org)

May 16, 2016

Ms. Myra Jones-Taylor, Commissioner  
Connecticut Office of Early Childhood  
165 Capitol Avenue, Room G29  
Hartford, Connecticut 06106

Dear Commissioner:

I am writing this letter in support of the Innovations Award grant application for the Maternal, Infant, and Early Childhood Home Visiting Program (MIECHV) that the Office of Early Childhood (OEC) is submitting on behalf of the State of Connecticut. The OEC will be partnering with a number of organizations and institutes of higher education to establish learning opportunities that will develop and retain a highly skilled home visiting workforce.

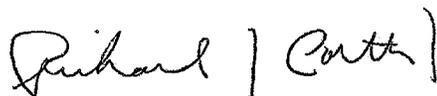
As part of this innovation grant, the Office of Early Childhood will work with United Way of Connecticut to connect the work of Connecticut's child care Quality Improvement System initiative with MIECHV innovations grant work to provide access to more learning opportunities for the home visiting workforce.

United Way of Connecticut is proud to partner with the Connecticut Office of Early Childhood on a range of services that support young children and their families. Under OEC's leadership, we collaborate to promote early assessment and screening of children for developmental and social/emotional concerns with the goal of connecting children and families when a need is identified to appropriate professional and community supports through Help Me Grow and Birth to Three. Most recently, our partnership has led to systems change work enabled through HRSA's Early Childhood Comprehensive Systems program, which has provided real benefit to children and families in home settings, child care settings, and clinical settings.

The Office of Early Childhood is leading a comprehensive initiative to build on Connecticut's existing strengths to provide a state of the art child care Quality Improvement System. OEC has asked United Way of Connecticut to serve as its operational partner in this important work. We are now working to develop multiple training modules on a range of early childhood best practices. For example, we are developing trauma-informed care training for the early childhood workforce, which can be adapted and provided to home visitors. This can be done with various training modules along with facilitation of discussion groups that can occur as part of the learning modules for home visitors. United Way of Connecticut is enthusiastic about supporting OEC in this innovative work that will build on other state investments and strengthen Connecticut's home visiting workforce.

We look forward to working with the Office of Early Childhood on this innovative effort.

Sincerely,



Richard J. Porth  
President/CEO



11 May 2016

Myra Jones-Taylor, PhD  
Commissioner, Connecticut Office of Early Childhood  
165 Capitol Ave.  
Hartford, CT 06106

Dear Commissioner Jones-Taylor:

This letter is in support of Connecticut's grant application to the MIECHV Innovation Grants funding opportunity announcement (HRSA-16-025). This project has been reviewed by staff of the National Service Office (NSO) of the Nurse-Family Partnership (NFP) and found to be in alignment with the program goals of the organization, thus potentially providing an opportunity to enhance the delivery of program services that can aid the clients that we serve.

The NFP is a non-profit home visiting program that provides evidence-based services to first-time, low income mothers and their children up to two years of age. Our mission is to empower first-time mothers living in poverty to successfully change their lives and the lives of their children through evidence-based nurse home visiting. NFP has been rigorously evaluated over the past thirty years with effects centered on favorable outcomes for healthy births, child development, and maternal life course. Currently, NFP serves over 31,000 clients nation-wide, with the NSO providing professional training and data services to over 250 implementing agencies in 43 states.

The potential benefits of the proposal have been carefully considered with respect to the demands that would be placed upon staff, beyond those of the normal implementation of the program model. In this respect, we do not see the project posing a potential conflict or compromise to the requirements ensuring implementation with fidelity to the core components of the model, correspondingly not altering them in any way. Therefore, we are supportive of the aims of this project in enhancing the training of our home visitors and, if it is funded, we will work with the applicants with the intent to establish a successful implementation of the project design, in a manner that neither unduly burdens nor impedes home visitors in the delivery of their services.

Sincerely,

A handwritten signature in black ink, appearing to read "W Thorland", is placed over a light gray rectangular background.

William Thorland, Ph.D.  
Director of Evaluation and Research  
Nurse-Family Partnership,  
National Service Office



May 15, 2016

Myra Jones-Taylor, Commissioner  
Connecticut Office of Early Childhood  
165 Capitol Avenue, Room G29  
Hartford, Connecticut 06106

Dear Commissioner:

The Child First National Program Office (NPO) supports the CT Office of Early Childhood (OEC) submitting an application for an FY16 Innovation Award that proposes strategies to further develop and retain MIECHV-funded home visitors. MIECHV currently funds eight Child First sites in Connecticut and a total of 14 Teams (a master's level Clinician and a Bachelor's level Care Coordinator).

At Child First, we understand and embrace the importance of appropriately preparing and supporting staff to meet the challenges of families facing complex issues such as domestic violence, substance abuse, deep poverty, mental health, infant mental health, toxic stress and trauma. Consequently, staff implementing Child First receive intensive Child First training and ongoing reflective supervision. To the extent that the proposed trainings and strategies in this proposal provide new skill building and supports for Child First staff, the NPO welcomes these opportunities for the MIECHV funded Child First Teams, and does not anticipate that trainings and supports identified to add value to Child First practitioners would violate model fidelity.

The Child First National Program Office looks forward to further developing its relationship with the OEC as a collaborative partner to further the excellent work of the MIECHV program.

Warm regards,

A handwritten signature in black ink that reads "Darcy Lowell, M.D." in a cursive script.

Darcy Lowell, MD  
Founder and CEO  
Child First, Inc.



Parents as Teachers.



May 16, 2016

Myra Jones-Taylor
Connecticut Office of Early Childhood
165 Capitol Avenue
Hartford, CT 06106

Dear Ms. Jones-Taylor,

This letter serves as approval to the Connecticut state plan for the implementation of Parents as Teachers under the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) initiative's innovative award opportunity for Fiscal Year 2016.

We appreciate the continued implementation of the Parents as Teachers model in the selected communities in CT. We are especially pleased with the attention to fidelity, professional development and continuous quality assurance. We believe that the proposed innovations will enhance the existing training and support that our home visitors receive. We also understand that the proposed innovation will not alter the model's core components in any way.

We look forward to a long and rich relationship with the State of Connecticut. Please feel free to engage us in any meetings or discussions related to the MIECHV Parents as Teachers. This is a true partnership indeed on behalf of all the children and families that will be served by this effort. Again, thank you.

Sincerely,

Kerry Caverly (handwritten signature)

Kerry Caverly
Senior Director
Expansion and Model Fidelity

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Barbara Welch, Ph.D., IL
Debra Webb, HM
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President/CEO
Scott Hignett, MD
Ex-Officio Members
Governor Jay Nixon, MD
Maggie Vasquez, Ph.D., MD
Founding Director
Michael Winters



Our Vision: All children will learn, grow and develop to realize their full potential.

2228 Ball Drive, Saint Louis, Missouri 63146 p 314.432.4330 f 314.432.8963 www.ParentsAsTeachers.org



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start 330 C St., SW, 4<sup>th</sup> Floor, Washington DC 20201 | [eclkc.ohs.acf.hhs.gov](http://eclkc.ohs.acf.hhs.gov)

May 11, 2016

Myra Jones-Taylor, Commissioner  
Connecticut Office of Early Childhood  
165 Capital Avenue  
Hartford, CT 06106

Dear Commissioner Jones-Taylor:

I am writing this letter in support of Connecticut's grant application for the Maternal, Infant and Early Childhood Home Visiting (MIECHV) Innovation Grants (HRSA-16-025).

As Director of the Office of Head Start (OHS), I am pleased to offer my support for Connecticut's grant application to focus on the development and retention of a trained, highly skilled MIECHV-funded home visiting workforce by partnering with Eastern Connecticut State University to create online training modules for professional development and growth of the Connecticut MIECHV home visiting workforce.

We look forward to continuing to work with your state and its partners in implementing the EHS Home-Based Option and your efforts through this innovation to ultimately increase the positive outcomes of MIECHV. We understand that, if funded, the project will not alter model fidelity of Early Head Start MIECHV-funded home-based services.

For additional assistance, please contact Patty Marickovich at [Patricia.Marickovich@acf.hhs.gov](mailto:Patricia.Marickovich@acf.hhs.gov).

Sincerely,

*for*   
Blanca E. Enriquez  
Director  
Office of Head Start



Child Health and Development Institute of Connecticut, Inc.

May 9, 2016

Myra Jones-Taylor, Commissioner  
Connecticut Office of Early Childhood  
165 Capitol Ave., Room G29  
Hartford, CT 06106

Dear Commissioner Jones-Taylor:

I am writing this letter in full support of the Innovations Award grant application for the Maternal, Infant, and Early Childhood Home Visiting Program (MIECHV) that the Office of Early Childhood (OEC) is submitting on behalf of the State of Connecticut. I understand that OEC will be partnering with the Center for Early Childhood Education (CECE) at Eastern Connecticut State University to develop training materials designed to provide a comprehensive technical assistance system for home visiting programs in Connecticut.

The Child Health and Development Institute (CHDI) will be pleased to support these efforts by providing information and materials related to care coordination and trauma informed care and to assist in informing primary care medical providers about the availability of home visiting services for children and families in Connecticut and supporting collaboration between home visitors and child health providers.

CHDI works to build stronger and more effective health and mental health systems that result in better outcomes for all children in Connecticut, especially the underserved. We look forward to working with the Office of Early Childhood on this effort, as we believe it will greatly contribute to our shared goals to build and support a strong early childhood system in our State. I look forward to working together on this important effort.

Sincerely,

A handwritten signature in cursive script that reads "Judith R. Meyers".

Judith Meyers, Ph.D.  
President and CEO



Joette Katz  
Commissioner

**DEPARTMENT of CHILDREN and FAMILIES**  
*Making a Difference for Children, Families and Communities*



Dannel P. Malloy  
Governor

May 16, 2016

Myra Jones-Taylor, Commissioner  
Connecticut Office of Early Childhood  
165 Capitol Avenue, Room G29  
Hartford, Connecticut 06106

Re: HRSA Innovation Grant Letter Of Support

Dear Commissioner Jones-Taylor:

On behalf of the Connecticut Department of Children and Families (DCF), I am writing this letter in support of the Innovations Award grant application for the Maternal, Infant, and Early Childhood Home Visiting Program (MIECHV) that the Office of Early Childhood (OEC) is submitting on behalf of the State of Connecticut.

The OEC will be partnering with the Center for Early Childhood Education (CECE) at Eastern Connecticut State University (ECSU) or contractor to develop training materials designed to provide a comprehensive technical assistance system for home visiting programs in Connecticut. Through this partnership, the CECE will develop a series of on-line, video-rich training modules for Connecticut home visitors to improve their knowledge and skills in serving young children and their families. DCF supports this proposal as it will enhance the capacity of our early childhood network of services and provided much needed support to nonprofit agencies serving our children and families.

The Department fully supports OEC's proposal and we look forward to our continued partnership with OEC and early childhood partners in Connecticut.

Sincerely,

Michael C. Williams  
Deputy Commissioner



Connecticut Coalition Against Domestic Violence

Myra Jones-Taylor, Commissioner  
Connecticut Office of Early Childhood  
165 Capitol Avenue, Room G29  
Hartford, Connecticut 06106

Dear Commissioner:

I am writing this letter in support of the Innovations Award grant application for the Maternal, Infant, and Early Childhood Home Visiting Program (MIECHV) that the Office of Early Childhood (OEC) is submitting on behalf of the State of Connecticut. The OEC will be partnering with the Center for Early Childhood Education (CECE) at Eastern Connecticut State University (ECSU or Contractor) to develop training materials designed to provide a comprehensive technical assistance system for home visiting programs in Connecticut.

The Center for Early Childhood Education (CECE) at Eastern Connecticut State University will develop a series of on-line, video-rich training modules for Connecticut home visitors to improve their knowledge and skills in serving young children and their families. The Connecticut Coalition Against Domestic Violence will support these efforts through content research and development around domestic violence.

According to the Centers for Disease Control, intimate partner violence is a preventable public health issue that affects millions of Americans. Home visitors can play a vital role in preventing family violence and improve the well-being of vulnerable families. Integrating domestic violence prevention, assessment and intervention into home visitation programs can help decrease risk for child maltreatment, improve maternal and child health outcomes and interrupt intergenerational cycles of violence.

Our goal is to educate home visitors on tools and resources to help them address the complex and sometimes uncomfortable issue of domestic violence that will result in better outcomes for all children in Connecticut, especially the underserved. We look forward to working with the Office of Early Childhood on this effort, as it is in line with our work.

Sincerely,

A handwritten signature in blue ink that reads 'Kelly Anelli'.

Kelly Anelli  
Director of Member Organization Services  
Connecticut Coalition Against Domestic Violence

**CT Maternal, Infant and Early Childhood Home Visiting (MIECHV) Innovation Grant**  
**Grant period: 9/30/16 to 9/30/18**  
**Grant Amount: \$1,527,706**

**BUDGET JUSTIFICATION**

**MIECHV Program Personnel: \$0.00**

Total base salary: In-Kind

Total fringe: In-Kind

MIECHV grant period 9/30/2016 to 9/30/18

OEC Program staff will provide support for the innovation grant by monitoring contracts and offering technical assistance with implementation activities. MIECHV-funded program staff will be paid out of Connecticut's formula grant. The program director and program manager will be paid out of state-funds and provide in-kind support on the project.

For program staff responsibilities, refer to Attachment 4: Applicant Staffing Plan.

**Program Staff**

Program Director, Lynn S. Johnson, Ed.D, .20 FTE:

Program Manager, Catherine Lenihan .60 FTE:

Primary Prevention Services Coordinators, Ashley Murphy, MPH, 1.0 FTE:

Primary Prevention Services Coordinators, Jennifer Wilder, MSW, 1.0 FTE:

Epidemiologist 2, Constance Heye, MPH, 1.0 FTE:

**TOTAL PROGRAM COST- GRANT PERIOD 9/30/2016 – 9/30/2018 = \$1,527,706**

**Sub-Contractual**

- **Eastern Connecticut State University (ECSU)**  
**MIECHV Program Costs: Total \$ 1,072,385**  
MIECHV grant period 9/30/16 to 9/30/17 - \$ 569,392  
MIECHV grant period 10/1/2017 to 9/30/18 - \$ 502,993

The OEC will contract with ECSU to interview content experts, design, create and host 10 online modules. The project budget for YR1 will be \$569,392.

**Project Staffing:** Project Director to provide project oversight, manage contracts and partnerships, at \$97,550 for .25 FTE = \$24,388, Project Manager to recruit video participants, manage videotaping scheduling, develop content for modules and work with content experts, at \$62,731 for .95 FTE = \$59,595, Project Developer to design modules, at \$60,000 x .90 FTE = \$54,000. Videographer to videotape home visits and edit video, at \$45671 for .75 FTE = \$34,254, Faculty content expert to develop content for early learning module, at \$134,894 for .20 FTE = \$26,979, Faculty content expert & others to develop content for obesity and other modules, at 6 faculty load credits (270 hours) x \$2,034 = \$12,204, Student assistant to transcribe footage, assist with office tasks, at \$9.85 x10 hours/week x 40 weeks = \$3,940.

**Total Personnel YR1: \$215,360.**

**Fringe:** Health and Life Insurances for year one (amount depends on plan selected): Project Director: \$364 bi-weekly (26.1 pay periods in 1 year) x .25 FTE = \$2,375. Project Manager: \$773 x 26.1 bi-weekly payments x .95 FTE = \$19,167. Project Developer: \$700 x 26.1 bi-weekly

payments x .90 FTE = \$16,443. Videographer: \$0. Faculty content expert: \$1,006 x 26.1 bi-weekly payments x .20 FTE = \$5,252. Faculty content experts: \$0.

Retirement, Social Security & Unemployment (rate depends on retirement plan selected): Project Director: 64% x \$24,388 salary charged to grant = \$15,609. Project Manager: 21% estimate x \$59,595 salary charged to grant = \$12,515. Project Developer: 40% estimate x \$54,000 salary charged to grant = \$21,600. Videographer: 64% x \$34,254 salary charged to grant = \$21,923. Faculty content expert: 64% x \$26,979 salary charged to grant = \$17,267. Content expert: 21% x \$12,204 salary charged to grant = \$2,563. Student worker: \$0.

**Total Fringe YR1: \$134,714.**

**Travel:** Mileage for year 1: statewide travel to videotape home visits and meetings with project partners at estimated 75 trips/year x 52 miles average round trip x \$.51/mile = \$1,989.

**Total Travel YR1: \$1,989**

**Supplies:** Laptop computers for staff: (2) at \$1,300 = \$2,600, video camera batteries (6) at \$40 = \$240, DVDs to send to home visitors, families and other for the purposes of approving footage for use in modules = \$200, Office materials: \$50/month x 12 months = \$600. Traveling Lighting kit for videotaping interviews: \$4,500, lights and light stands for videotaping home visits: \$413 x (2) sets = \$826. Template for online module: \$2,000 x (5) modules = \$10,000. Tablets for home visitors (100) at \$200 = \$20,000.

**Total Supplies YR1: \$38,966**

**Contractual:** Translation services: Approximately 12,000 words/module x (5) modules x \$.17/word = \$10,200. Animation for videos: \$50/hour x 300 hours = \$15,000. Voiceover artist for videos: \$250/half-day x 8 half-days = \$2000. Expert interviews: \$100/hour x 150 hours = \$15,000. Stipends for home visitors: \$100 x 12 home visitors = \$1,200. Stipends for participating families \$100 x 12 families = \$1,200. Content development: \$100/hour (estimate) x 164 hours/module x (5) modules = \$82,000.

**Total Contractual cost YR1: \$126,600**

Total Direct costs in YR1: **\$517,629**

Total Indirect costs in YR1: 10% of \$517,629 = **\$51,763**

**Total ECSU Cost YR1: \$569,392**

The ECSU project budget for YR2 will be \$502,993.

**Project Staffing:** (assumes 2% raise): Project Director at \$99,501 for .25 FTE = \$24,876, Project Manager at \$63,986 for .95 FTE = \$60,787, Project Developer at \$61,200 x .90 FTE = \$55,080. Videographer at \$46,585 for .75 FTE = \$34,939, Faculty content expert for (6) faculty load credits (270 hours non-academic year) x \$2,075 = \$12,450, Other faculty content experts at 6 faculty load credits (270 hours) x \$2,075 = \$12,450, Student assistant at \$10.10 x 10 hours/week x 40 weeks = \$4,040.

**Total Personnel YR2: \$204,622.**

**Fringe:** Health and Life Insurances for year two (assumes 5% increase from YR1): Project Director: \$383 bi-weekly (26.1 pay periods in 1 year) x .25 FTE = \$2,500. Project Manager: \$812 x 26.1 bi-weekly payments x .95 FTE = \$20,134. Project Developer: \$735 x 26.1 bi-weekly payments x .90 FTE = \$17,266. Videographer: \$0. Faculty content experts: \$0.

Retirement, Social Security & Unemployment (assumes 5% increase over YR1): Project Director: 67% x \$24,876 salary charged to grant = \$16,667. Project Manager: 22% estimate x \$60,787 salary charged to grant = \$13,373. Project Developer: 42% estimate x \$55,080 salary

charged to grant = \$23,134. Videographer: 67% x \$34,939 salary charged to grant = \$22,361. Faculty content expert: 67% x \$12,449 salary charged to grant = \$8,341. Other content experts: 22% x \$12,449 salary charged to grant = \$2,739. Student worker: \$0.

**Total Fringe YR2: \$126,515.**

**Travel:** Mileage for year 2: statewide travel to videotape home visits and meetings with project partners at estimated 75 trips/year x 52 miles average round trip x \$.51/mile = \$1,989

**Total Travel YR2: \$1,989**

**Supplies:** Video camera batteries (6) at \$40 = \$240, DVDs to send to home visitors, families and other for the purposes of approving footage for use in modules = \$200, Office materials: \$50/month x 12 months = \$600. Replacement light bulbs for light kit: \$500. Learning management software to track module completion: estimated \$5,000. Replacement tablets for home visitors: \$200 x (5) = \$1,000.

**Total Supplies Cost YR2: \$7,540**

**Contractual:** Translation services: approximately 12,000 words/module x (5) modules x \$.17/word = \$10,200. Animation for videos: \$50/hour x 300 hours = \$15,000. Voiceover artist for videos: \$250/half-day x 8 half-days = \$2000. Expert interviews: \$100/hour x 50 hours = \$5,000. Stipends for home visitors: \$100 x 12 home visitors = \$1,200. Stipends for participating families \$100 x 12 families = \$1,200. Content development: \$100/hour (estimate) x 164 hours/module x (5) modules = \$82,000.

**Total Contractual Cost YR2: \$116,600**

Total direct costs in YR2: **\$457,266**

Total indirect costs in YR2: 10% of \$517,629: **\$45,727**

**Total ECSU Cost YR2: \$502,993**

- **Connecticut Association for Infant Mental Health (CT-AIMH)**

**MIECHV Program Costs: Total \$ 31,574**

MIECHV grant period 9/30/16 to 9/30/17 - \$ 0

MIECHV grant period 10/1/2017 to 9/30/18 - \$ 31,574

CT-AIMH will provide 1-2 Infant Mental Health (IMH) Content Expert(s) to review and provide content expertise on IMH for one online training module on the topic of IMH in YR2 only.

**Content Expert:** to create and review online infant mental health module at \$100/hr for 8 hours/week for 26 weeks = **\$20,800.**

**Personnel:** CT-AIMH Executive Director at \$38/hour for 8 hours/week for 26 weeks = **\$7,904**

Total Direct Costs: **\$28,704**

Total Indirect Costs: 10% of \$28,704 = **\$2,870**

**Total CT-AIMH Costs: \$31,574**

- **United Way of Connecticut (UW-CT)**

**MIECHV Program Costs: Total \$ 110,000**

MIECHV grant period 9/30/16 to 9/30/17 - \$ 55,000

MIECHV grant period 10/1/2017 to 9/30/18 - \$ 55,000

The Office of Early Childhood recently launched an integrated quality improvement system to support early care and education programs and professionals. The OEC currently contracts with the United Way of Connecticut (CCR&R) for activities related to the quality piece of a QRIS system. If this proposal is funded, the contract would be amended to utilize the CCR&R to facilitate the learning discussions and provide support following providers' viewing of modules. The CCR&R uses best practices in quality improvement support including trainings, communities of learning, online tools and resources, in-person support, coaching, and technical assistance. CCR &R builds on the strengths of existing organizations and collaborates with consultants who have a wealth of knowledge on how to help early care and education programs and staff serve families and children better.

**Consultation Services:** In YR1, \$125/hour for 80 hours (40 hours for module completion & preparation + 40 hours to facilitate 10 groups at 4 hours each) = \$10,000 x 5 modules = \$50,00.  
**Total Consultation Services YR1: \$50,000**

Total YR1 Direct Costs: **\$50,000**  
Total YR1 Indirect Costs: 10% of \$50,000 = **\$5000**  
**Total UW-CT Costs YR1: \$55,000**

Consultation Services: In YR2, \$125/hour for 80 hours (40 hours for module completion & preparation + 40 hours to facilitate 10 groups at 4 hours each) = \$10,000 x 5 modules = \$50,000.  
**Total Consultation Services YR2: \$50,000**

Total YR2 Direct Costs: **\$50,000**  
Total YR2 Indirect Costs: 10% of \$50,000 = **\$5000**  
**Total UW-CT Costs YR2: \$55,000**

### **Evaluation**

- **University of Connecticut's (UConn) Human Development & Family Studies MIECHV Program Evaluation Costs: Total \$ 313,747**  
MIECHV grant period 9/30/16 to 9/30/17 - \$ 158,150  
MIECHV grant period 10/1/2017 to 9/30/18 - \$ 155,597

Contract with University of CT (UConn) Department of Human Development and Family Studies will conduct evaluation interviews with home visiting staff that completed the online module trainings and modules with group facilitation. The cost of the evaluation in YR1 will be \$158,150.

**Project Staffing:** Project Manager, at \$25,687 for .55 FTE, for 12 months of \$55,000 salary plus 58% fringe for \$14,899. Principal Investigator, \$16,228 for .25 FTE for 12 months at \$60,313 salary plus 23% fringe for \$3,733; Co-Investigator, \$14,214 for .25 FTE for 12 months at \$52,826 salary plus 23% fringe for \$3,270. Graduate Assistants (6) \$26/hour at 80 hours: \$2,080 each for \$12,480; Undergraduate Students (2) \$18/hour at 40 hours: \$720 each for \$1440.

**Total Salaries YR1: \$70,049**  
**Total Fringe YR1: \$21,902.**

**Travel:** Mileage to interviews (50) at the standard mileage rate at .51 per mile for 100 miles round trip = \$2,550 and meetings with Eastern CT State University and Office of Early

Childhood (10/yr for 20 total) at .51/mile at 40 miles round trip = \$408 and data collection travel to program sites (48) at .51/mile for 100 miles round trip at \$2,448.

**Total Mileage YR1: \$5,406.**

**Supplies:** Computer (1) at \$1,300 with external hard drive at \$150; printer toner (1) at \$150; copy paper for \$370; Transcriber set (2) at \$195 each = \$390; Audio recorders (4) at \$95 each = \$380.

**Total Supplies YR1: \$2,738**

Total direct cost for YR1: **\$100,095**

Total Indirect Cost YR1: 58% of \$100,095: **\$58,055**

**Total UConn Cost YR1: \$158,150**

The cost of the evaluation in YR2 will be \$155,597.

**Project Staffing:** Project Manager, at \$25,687 for .55 FTE, for 12 months of \$55,000 salary plus 58% fringe for \$14,899. Principal Investigator, \$16,228 for .25 FTE for 12 months at \$60,313 salary plus 23% fringe for \$3,733; Co-Investigator, \$14,214 for .25 FTE for 12 months at \$52,826 salary plus 23% fringe for \$3,270. Graduate Assistants (6) \$26/hour at 80 hours: \$2,080 each for \$12,480; Undergraduate Students (2) \$18/hour at 40 hours: \$720 each for \$1440.

**Total Salaries YR2: \$70,049**

**Total Fringe YR2: \$21,902**

**Travel:** Mileage to interviews (48) at the standard mileage rate at .51 per mile for 100 miles round trip at \$2,448 and meetings with Eastern CT State University and Office of Early Childhood (10/yr for 20 total) at .51/mile at 40 miles round trip for \$408 and data collection travel to program sites (48) at .51/mile for 100 miles round trip at \$2,448 for 1.5 visits/year at \$3,672.

**Total Mileage YR2: \$6,528**

Total Direct costs YR2: **\$98,479**

Total Indirect costs YR2: 58% of \$97,759: **\$57,118**

**Total UConn Cost YR2: \$155,597**