

Racine Healthy Babies Deliverables

Deliverable	Program Requirements	Projected Timeline	Responsible
1. Implementation of evidence based model for primary work implementation	Exhibit II - #1, #2, and #3	Date funds released-July 31, 2013	RCHSD CSSW CRCHD
2. Collaboration with agencies described in Exhibit II, #1	Exhibit II - #1	Dates funds are released-July 31, 2013	RCHSD CSSW CRCHD
3. MOA's to assure coordinated implementation	Exhibit II - #1	30 days following release of funds	RCHSD
4. Formulation of Stakeholders Advisory Group	Exhibit II - #1	90 days after release of funds	RCHSD
5. Staff hired by vendors of service for in-home visitation portion of the project	Exhibit II - #2 and #3	60 days after release of funds	CSSW CRCHD
6. One-time subcontract award for Community Engagement/Outreach (Review with DPH before finalized)	Exhibit I - #6 and Exhibit II - #4	60 days after release of funds	RCHSD
7. One-time subcontract awards for Interim Home Visitation Services made (Review with DPH before finalized)	Exhibit I - #6 and Exhibit II - #2 and #3	60 days after release of funds	RCHSD
8. Processes used to collect and report data in the SPHERE system established	Exhibit I - #3 and Exhibit II - #5	6 months after release of funds	RCHSD CSSW CRCHD
9. Basic training of direct service staff and supervisors	Exhibit I - #3 and Exhibit II - #3 and #5	6 months after release of funds	RCHSD CSSW CRCHD
10. Standardized program policy, procedures and forms developed or adopted	Exhibit I - #3 and Exhibit II - #3	6 months after release of funds	RCHSD CSSW CRCHD
11. CSSW and CRCHD will bill for PNCC	Exhibit II - #6	6 months after release of funds	CSSW CRCHD
12. Stakeholder Advisory Group meetings (quarterly; Semi-annual report on outcomes)	Exhibit II - #1	Within 3 months, 6 months, 9 months, and 12 months after release of funds	RCHSD
13. Progress reports – quarterly progress reports will be made available to Stakeholders	Exhibit I - #4 and Exhibit II - #7	Within 3 months, 6 months, 9 months and 12 months after release of funds	RCHSD