# First 5 LA – Best Start Community Partnership Development Support

**Contract Number:**

**Agency Name:** Center for the Study of Social Policy (CSSP)

**Project Name:** Best Start Community Partnership Development Support

**Project Length:** April 16-July 31, 2012

## Objectives

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<th>Objective</th>
<th>Activities and Subtasks</th>
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| 1. Develop and revise/finalize the core training and technical assistance (TA) design and implementation plan | 1.1 Review relevant background materials and meet with FSLA staff and stakeholders to understand the vision, strategies, components, timeline and implementation plan of Best Start LA 1.2 Develop the core training and TA framework, involving FSLA staff in the process and reflecting organizational priorities in the design 1.3 Develop the core training and TA curriculum, addressing Best Start core competencies, including ongoing evaluation and feedback, utilizing relevant tools and materials (e.g., CSSP Learning Guides, CD-Tech's Community Organizing and Planning program, Center for Community Engagement materials), developing multilingual adaptations, and incorporating staff feedback throughout the development process | Partnership Support Team | May-July 2012 | • Training and TA framework  
• Core skills and competencies curriculum  
• Multi-lingual adaptations of specific curriculum, training and TA materials  
• Evaluation and feedback plan  
• Meeting agendas and minutes |
| 2. Provide capacity building and partnership development support to 14 Best Start Community Partnerships | 2.1 Training (July-December 2011): provide training to the Best Start partnerships on skill development and core competencies, addressing the essentials of results-based community planning and decision-making 2.2 Peer-to-Peer Supports (January-June 2012): contribute to the development of peer-to-peer learning opportunities across Best Start by participating in the planning, implementation, and facilitation of cross-community regional forums, academies, and/or other convenings. 2.3 Best Start Learning Community (January-July 2012): Support the development of a community of practice that creates opportunities for Best Start Communities, Best Start Staff and Best Start contractors (Supervising Facilitators, trainers, facilitators, and others) to learn from each other, share evidence based capacity building strategies that can support the development of effective Best Start Community Partnerships. 2.4 Learning Community Institutes (January-July 2012): design and arrange a series of Learning Institutes that will be organized around key learning objectives and capacity building. | Partnership Support Team | July 2011-July 2012 | • Community Training materials, handouts, agendas, sign-in sheets  
• Peer-to-Peer materials (handouts, agendas, sign-in sheets)  
• Best Start Learning Community and Institute materials (handouts, agendas, sign-in sheets) |

December 8, 2011
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| 3. Provide customized technical assistance and support to 14 Best Start Community Partnerships | 3.1 From among the PST team, establish a Training/TA liaison for each partnership, ensuring that multilingual needs and unique community needs are understood and addressed.  
3.2 Provide technical assistance to Best Start leadership and Best Start communities, including developing and instituting a system (e.g., Training/TA liaison) through which to receive and respond to community-specific training and TA requests and needs from the partnerships.  
3.3 Work with each partnership to develop a customized training and TA plan to ensure the provision of needed skill and competency development opportunities, identification of community learning goals, appropriate content within peer to peer exchanges, and adequate community individualization of available training and TA | Partnership Support Team | June 2011-July 2012 | • Identification of Training/TA liaison for each partnership  
• Community-specific customized training and TA plans |
| 4. Maintain an effective system for reporting progress, tracking and monitoring training and TA activities, and providing recommendations for ongoing capacity building | 4.1 Plan and participate in regular meetings with F5LA staff and others (e.g., Supervising Facilitators) to track progress, address issues, identify emerging individual and cross-community needs, and maintain consistent communication for decision-making and problem-solving purposes.  
4.2 Submit monthly progress reports including agreed-upon indicators of success, evaluations of training and TA events, identification of persistent challenges, etc.  
4.3 Prepare a final report on the progress and accomplishments of the training and TA provided in each of the communities, lessons learned, and identification of and recommendations for ongoing and future individual and cross-community training and TA needs.  
4.4 Develop capacity-building tools to foster ongoing success and maintenance of the Best Start partnerships | PST Management and Training and TA Team as appropriate | April 2011-July 2012 | • Meeting agendas and minutes  
• Monthly progress reports  
• Final progress report for each of the Community Partnerships  
• Capacity-building tools |
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<td>learning community (e.g., comprehensive reporting dashboard for tracking assignments, providers and results; Best Start partnership blog; database of effective strategies, partnership activities, promising practices)</td>
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<td>FIRST-5</td>
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<td>LA COUNTY</td>
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**Notes:**
- This is a summary of the project's financial plan.
- The project aims to allocate funds for various activities and initiatives.
- The table is broken down into sections for clarity.
- The total amount for the project is $20,000.