



**Family and Children First Council
HB 289 Shared Plan Guidance**

December 2015

I. Background and Purpose of the HB 289 Shared Plan

County Family and Children First Councils (FCFCs) have been required in statute since 1993 to develop and implement a process that annually evaluates and prioritizes services, fills service gaps where possible, and invents new approaches to achieve better results for families and children.

In 2006, statutory changes through the passage of House Bill 289 (HB 289) elevated this requirement and increased accountability by requiring FCFCs to establish a process to identify local priorities, monitor the progress of meeting these local priorities with indicators established by FCFCs, and develop an annual plan that identifies the local interagency efforts to increase child well-being in the county. Progress of increasing child well-being must be reported on an annual basis to the county's board of county commissioners and the Ohio Family and Children First (OFCF) Cabinet Council.

Guidance on a process to accomplish the above referenced statutory requirements was released in 2006. FCFCs completed a comprehensive planning process that resulted in the submission of their first HB 289 plan in July of 2007. In the years 2008 through 2010 FCFCs tracked their progress on achieving desired results and annually submitted a HB 289 plan and report update.

OFCF and FCFCs are always striving to make improvements for the betterment of Ohio's families. Feedback received from FCFCs on the HB 289 process and lessons learned over the years provided illumination. Although valuable skills and capacities were developed throughout the HB 289 planning and reporting processes, the processes were duplicating other local comprehensive planning processes.

Because of this duplication, the HB 289 process transitioned into a shared planning model that is about aligning local plans for addressing priorities related to children and families. The shared planning model is a simplified process that builds on data informed plans that already exist in the community. The FCFCs needed to do some additional research to support their shared planning and/or fill any data gaps, but was not be required to conduct comprehensive planning. Instead, the FCFCs focused on priorities based on the alignment of members' plans.

OFCF, in partnership with The OSU Center for Learning Excellence (CLEX), developed the shared planning model. A small group of FCFC directors/coordinators participated in the refinement of the model. The model was then further informed by the 25 county Family and Civic Engagement (FCE) pilots.

Feedback received during and after the shared planning model was implemented indicated that there were inconsistencies in the availability of local plans, the types of plans available, the quality of local plans, and the usefulness of local plans in the shared

planning model. These inconsistencies led to Shared Plans of varied quality and substance. Based on this feedback and the results of the previous process and the rate of turnover of local FCFC coordinators/directors and local FCFC members since the creation of the previous process, this version of the shared planning model has been redesigned to align with major components the Collective Impact Model.

Collective impact – an approach which brings together different sectors for a common agenda to solve large complex problems – can be applied to existing collaborative work to help facilitate cross-sector engagement to effectively implement their strategies to achieve their desired results. Collective impact is built upon five interconnected components that can produce strong alignment and lead to large scale results. The five components include: Common agenda, Shared measurement, Mutually reinforcing activities, Continuous communication, Backbone support.

OFCF offers this guidance to assist local FCFCs in developing the shared plan through the collective impact approach. FCFCs will continue to annually submit their shared plan (see attachments A & C) as an attachment to the County FCFC’s Operational Capacity Building Funds (OCBF) grant application. The OCBF grant application and the shared plan for SFY 2017-2019 will be due July 31, 2016.

The shared planning process will continue on a 4 year cycle (the start of the next four-year cycle was delayed and thus reduced by a year). During SFY 2017 – 2019, the FCFC will monitor its shared plan, annually report measurable progress towards achieving shared outcomes and update the plan. The four year planning cycle will then culminate in the development of the next shared plan to be submitted in July 2019.

II. Shared Plan Model through the Collective Impact Approach Overview

The following are the specific components that the FCFCs will have to identify for the shared plan. Definitions of the components and other terms used in the guidance are provided in Appendix D.

- A. Initiatives – identify all initiatives, programs and/or projects that the FCFC is leading, directing, managing, administering and/or in which they are closely partnering.
- B. Shared Priorities – identify additional shared priorities based on the inventory of any data-informed plans and qualitative data. Priorities can be issue specific around child and family issues, delivery system infrastructure development or enhancement, and/or enhancing FCFC’s capacity to collaborate.

- C. Shared Outcomes – identify shared outcomes associated with the priority.
- D. Shared Measurement – All participating organizations agree on the ways success will be measured and reported, with a short list of indicators identified and used for learning and improvement.
- E. Mutually Reinforcing Activities – A diverse set of stakeholders, typically across sectors, coordinate a set of differentiated activities through a mutually reinforcing plan of action.
 - a. While there is still a need to focus on Shared Strategies (those that would indicate a new or additional response or action of the FCFC), it is equally important to identify all of the activities occurring in the community that are addressing the shared priority(ies). This involves mapping the current efforts and stakeholders that are or need to be involved, and builds an appreciation for all of the work currently occurring.

III. Shared Plan Process through the Collective Impact approach

Each step of the shared planning process through the Collective Impact approach described below has an **optional** corresponding worksheet that is designed to support FCFCs completion of each step.

Once completes, these resources will be available on the OFCF website - <http://fcf.ohio.gov/BuildingCapacity/FCFCSharedPlanHB289.aspx>

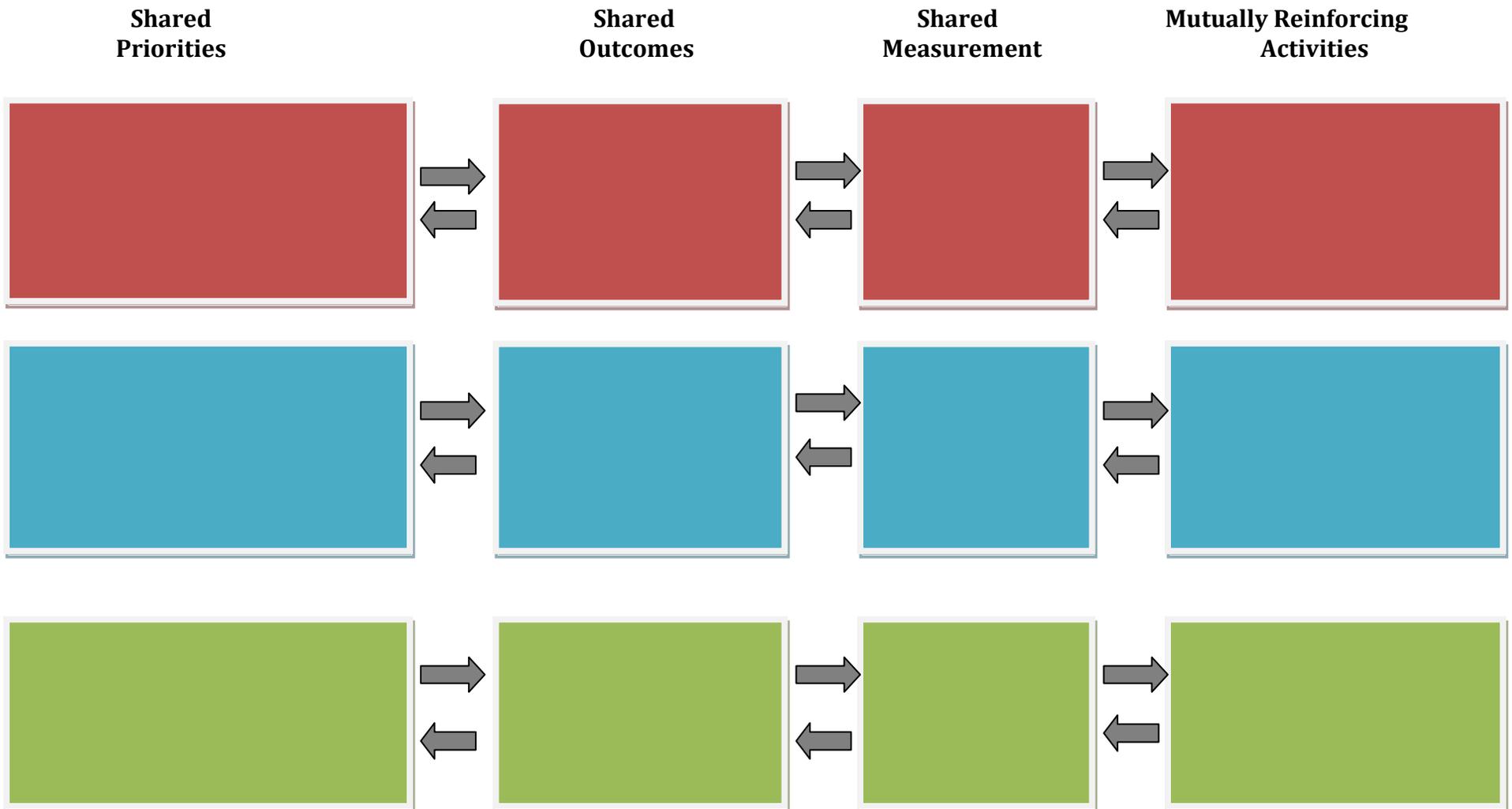
The shared plan template can be found in Appendix A. Instructions for completing the template can be found in Appendix B.

Summary of Appendices

- Appendix A:** Shared Plan Report Template
- Appendix B:** Instructions for Completing Shared Plan Template
- Appendix C:** Shared Plan Annual Report Template
- Appendix D:** Definitions

Appendix A County Family and Children First Council Shared Plan for SFY 2017-2019

Current FCFC Initiatives:



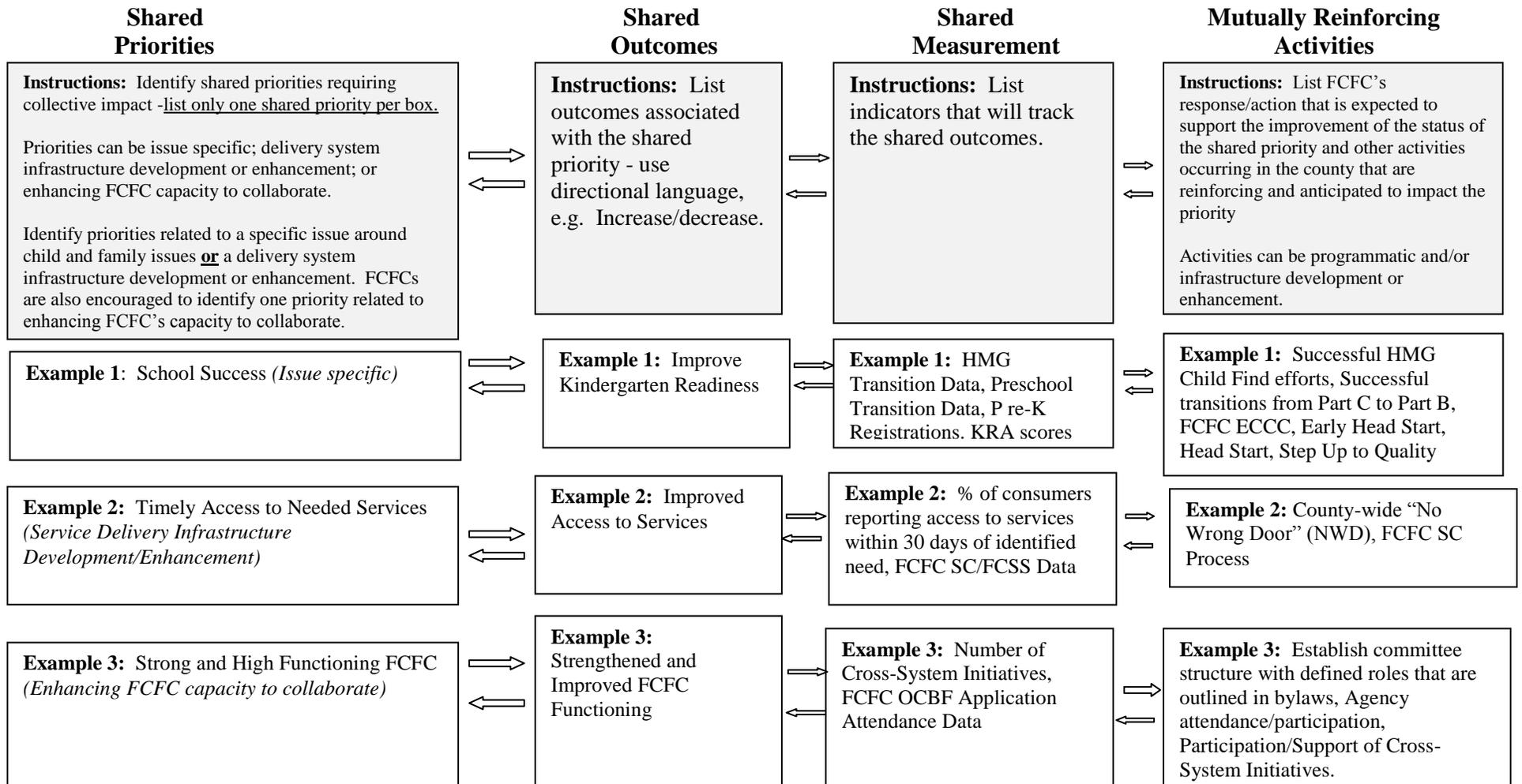
Appendix B

INSTRUCTIONS AND EXAMPLE: Family and Children First Council Shared Plan for SFY 2017-2019 (Due 7/31/16)

FCFC Initiatives:

Instructions: Identify all initiatives, programs and/or projects that the FCFC is leading, directing, managing or administering and/or in which the FCFC is closely partnering.

Examples: Help Me Grow, System of Care (ENGAGE), Service Coordination, etc.



Appendix C Shared Plan Annual Report

Report on Indicator Data (Please provide data for each shared measurement indicator listed on the Shared Plan. Please list only ONE outcome per page. This page can be duplicated as needed).

Shared Outcome: _____

Shared Measurement Indicator(s):	Baseline Data	Current Year Data	Direction of Change (+, -, NC)
	Data: Year of Data:	Data: Year of Data:	Select one:
	Data: Year of Data:	Data: Year of Data:	Select one:
	Data: Year of Data:	Data: Year of Data:	Select one:

1. **Please list the data source(s) for the indicator(s):**

2. **Please identify any key findings: (explanation of data findings; FCFC actions taken in response to key findings, etc.) If no baseline data currently exists, please explain what efforts are being put in place to collect data.**

Appendix D

Definitions

FCFC Initiatives – Initiatives, programs and/or projects that the FCFC is leading, directing, managing, administering and/or in which they are closely partnering.

Shared Priorities – Priorities are defined as a categorical issue in the community of highest need or the highest level of categorical concern to the community. Priorities can be issue specific around child and family issues, delivery system infrastructure development or enhancement, and/or enhancing FCFC’s capacity to collaborate.

Mutually Reinforcing Activities – A diverse set of stakeholders, typically across sectors, coordinate a set of differentiated activities through a mutually reinforcing plan of action.

Shared Outcomes – Outcomes identify the condition to be changed in the community as it relates to the priority (i.e., reduce underage drinking, increase graduation rates, etc.) and the desired goal to be achieved.

Shared Measurement – All participating organizations agree on the ways success will be measured and reported, with a short list of common indicators identified and used for learning and improvement.

Indicators – An indicator is the piece of data the county will look at to monitor progress toward achieving its outcomes. It may be necessary to look at more than one indicator or develop a new data collection strategy to measure outcome achievement. Indicators should be written in indicator language (i.e. %, rate, # of...).

Strategies – strategies are responses/actions that will be taken to improve the status of the shared priority.

Indicator Report – FCFCs will report the direction(s) in which the indicator(s) is moving as part of the shared plan that is annually submitted to OFCF.

Data Informed - Data informed plans are those plans that are based on needs assessment data and have identified outcomes.