

SAMPLE COMPLETED CHAPTER TIMELINE



APPLICANT ORGANIZATION NAME

State Chapter USA

Growth & Development

To support the growth and development of new CACs and MDTs in unserved areas, the development of enhanced services by existing or emerging CACs and MDTs in underserved areas, the ongoing, comprehensive, quality services in currently served areas, and the identification and inclusion of demographic populations in all areas to increase access to quality CAC services.

Eligible Objectives/Activity		Key Action Steps	Staff	Hours	Timeframe	Outputs
6	Improve access to medical care by coordinating medical preceptorships, coordinating medical service coverage, and partnering with academic programs to create a pipeline of medical professionals prepared to serve abused children.					
7	Improve access to mental healthcare by partnering with academic programs to develop a pipeline of trained professionals, implementing tele-mental health where needed, and identifying and deploying mental health consultants, as necessary to address rural issues.					
12	Provide technical assistance to local communities interested in developing a CAC.	Work with the Board to finalize a strategy for facilitatng the expansion of CAC services into un/underserved areas.	Executive Director	60	Q1 - Finalize expansion strategies.	Meet with all accredited CACs with multi-county service areas.
		Outreach to communitens in unserved counties	Associate Director	50	Q2 - Conduct outreach	Outreach to all 5 unserved counties.
		Follow up and meet with interested communities	Associate Director	50	Q2 - Q3 - Conduct follow-up	Meet with partners in at least 2 unserved counties.
		Support communities interested in CAC development	Executive Director	40	Ongoing - Support interested communities & partners.	Provide at least 25 hours of consultation/TA to communities interested in developing a CAC.
13	Provide individualized consultation to CACs in their state interested in improving their services in a specific area.	Respond to CAC requests for individualized consultation (i.e., Case Review, CAC Policies, DEI, Partnership Development)	Executive Director Associate Director	45 44	Q1 - Q4	Provide at least 100 instances of individual TA to established CACs seeking to improve their services in a specific area.
		Provide individualized consultation support to CACs working on accreditation or reaccreditation.	Training & TA Coordinator	40	Ongoing and as needed	Offer a minimum of twenty 2-hour sessions

15	Implement statewide database, analyze state data collection, and consult with CACs on case management to improve case and child outcomes. Implement or provide forensic interview recording management statewide. Conduct/coordinate related HIPAA, cybersecurity, and state privacy law training and consultation. Provide support and consultation on outcome measurement systems.	Provide NCATrak case tracking software to CACs			Q1 - Q4	14 annual subscriptions
20	Analyzes child abuse data within a state, and existing resources, to locate areas in which more MDT/CAC development or deployment of satellite services may be needed and coordinates this with existing CACs within the state.	Update [Chapter]'s Statewide Community Assessment Report	Training & Admin Support Specialist	15	Q1 - Q2	Update the Statewide Community Assessment Report to inform CAC development and expansion efforts, Chapter strategic planning.
		Review report with Board and utilize data to inform [Chapter] Strategic Plan	Executive Director Associate Director	80 50	Q2 - Q3	Develop 5 year Strategic Plan
21	Develop new CACs in underserved areas of the state in partnership with local communities.					

Training & Technical Assistance

To ensure the identified training and technical assistance needs of existing and emerging CACs and multidisciplinary teams throughout the state are available and accessible.

Eligible Objectives/Activity		Key Action Steps	Staff	Hours	Timeframe	Outputs
1	Coordinate/conduct <u>annual pre-service training</u> for - forensic interviewers - victim advocates - medical professionals providing forensic medical evaluations - mental health clinicians in <u>evidence-based assessments and treatment</u> .	Facilitate awareness of and access to state NCA-approved Forensic Interview Training schedule and application through the monthly newsletter, peer review, and meetings.	Training & TA Coordinator	40	Q1 - Q4	Inform CACs of FI training schedule in the monthly e-newsleter.
		Facilitate awareness of and access to applications for Core Training provided by Regional CACs.	Training & Admin Support Specialist	15	Q1 - Q4	Promote RCAC Core VA training in e-news, agendas, and email.
		Work with the SA Core Training provider to coordinate the scheduling of Add-On Training for Advocates working with CACs (as approved by NCA)				Coordinate add-on with SA Core at least 2 times during project year.
		Merge curriculum for review and approval by NCA; Deliver Core Training for Advocates working with CACs that meet NCA Standards.				Develop a 32-hour NCA- approved core training for VA working with CACs.
	All trainings must come from Approved Curricula List (https://learn.nationalchildrensalliance.org/cac-accreditation-resources): Forensic Interviewers - specialized training that includes a minimum of 24 hours of instruction (<i>Standard 04 - Essential Component A</i>) Victim Advocates - specialized training that includes a minimum of 24 hours of instruction (<i>Standard 04 - Essential Component A</i>) Medical Professionals - 16 hours of formal didactic training (physicians) or a minimum of 40 hours of coursework followed by a competency- based clinical preceptorship (SANEs) (<i>see Standard 05 - Essential Component A</i>) Mental Health Clinicians- 40 contact hours in training and consultation calls to deliver an evidence-supported mental health treatment (<i>Standard 06 - Essential Component A</i>)					

2	Coordinate/conduct <u>continuing education</u> for - forensic interviewers - victim advocates - medical professionals providing forensic medical evaluations - mental health clinicians.	Facilitate and/or host at least one continuing education opportunity for Victim Advocates working with CACs.	Training & TA Coordinator	40	Q3	Victim Advocates representing at least 60% of CACs will participate in continuing education coordinated by [Chapter].
		Support MH Clinicians working with CACs to attend at least one (1) Evidence-Based Training	Training & Admin Support Specialist	10	Ongoing & as available	Support at least 10 clinicians to complete at least one (1) Evidence-Based Training.
		Facilitate and/or host at least one (1) Advanced Training for Fis	Executive Director Associate Director	15 15	Ongoing & as available	FI professionals representing at least 60% of CACs will participate in Advanced FI training.
		Forensic Interviewers - in the field of child maltreatment and/or forensic interviewing for a minimum of eight contact hours every two years <i>(Standard 03 - Essential Component B)</i> Victim Advocates - ongoing education in the field of victim advocacy and child maltreatment consisting of a minimum of eight contact hours every two years. <i>(Standard 04 - Essential Component B)</i> Medical Professionals - continuing education in the field of child abuse consisting of a minimum of eight contact hours every two years <i>(Standard 05 - Essential Component B)</i> Mental Health Clinicians- continuing education in the field of child abuse, trauma, clinical practice and/or cultural applications consisting of a minimum of eight contact hours every two years. <i>(Standard 06 - Essential Component B)</i>				
3	Conduct/coordinate - statewide medical peer review - forensic interviewer peer review - victim advocacy consultation - mental health clinical supervision	Facilitate Statewide VA Roundtables	Training & TA Coordinator	40	Q1 - Q4 (monthly)	Facilitate at least 10 statewide peer reviews.
		Facilitate Statewide FI Peer Review	Training & Admin Support Specialist	10	Q1 - Q4 (monthly)	Facilitate at least 10 advocate roundtables.
		Assess the feasibility of facilitating Statewide MH Supervision for clinicians working with CACs. Depending on the assessment outcome, work to establish a monthly supervision opportunity.	Associate Director	20	Q2 - Q4 (monthly)	Host at least 6 group supervision sessions for MH clinicians.
4	Coordinate/conduct <u>annual continuing education required</u> for - MDT professionals tailored to the unique needs, laws, and regulatory environment of a state (*including through statewide conferences and stipends to state and national conferences) Standard 01 - Essential Component B -	Support CAC staff and MDT professionals to attend state and national training, conferences, and other professional development opportunities.	Training & TA Coordinator	20	Q1 - Q4	Support at least 25 CAC staff and MDT professionals attendance to state or national conferences/training.
		Facilitate MDT Orientation for new members	Training & Admin Support Specialist	10	Q1 - Q4 (monthly)	At least 25 MDT members will participate in MDT Orientation during the project period.
5	Coordinate/conduct training for forensic interviewers regarding their role as expert witnesses at trial.	Coordinate training for forensic interviewers regarding their role as expert witnesses at trial	Training & TA Coordinator	25	Q3	At least 40 forensic interviewers will attend training on the role of FI as expert witnesses at trial.
8	Coordinate/conduct <u>pre-service and continuing education</u> for - CAC leadership and staff on <u>issues that impact direct service provision to children.</u>	Survey of CACs to collect salary, staffing level, service provision, and other data to a) identify issues and b) inform strategies related to CAC service provision.	Executive Director Associate Director	140 80	Q1	At least 90% of accredited CACs will submit information through CACWA's survey.
		Accreditation Standard Lunch & Learns	Training & TA Coordinator	12	Q1 - Q4 (monthly)	Survey results will be compiled and shared with all accredited CACs.
		Quarterly Meetings for director-level staff with CACWA (in person)		4	Q1 - Q4 (quarterly)	Host at least one Lunch & Learn session on each of the 10 Standards during the grant period.
		Provide training, support, and consultation on topics identified and requested by CAC staff and boards – i.e., Board Education on CAC Model		10	Q1 - Q4 (monthly)	At least 50% of CAC leaders will attend two or more of the quarterly leadership meetings.

9	<p>Coordinate/conduct pre-service and ongoing training, support and consultation to</p> <ul style="list-style-type: none"> - CAC leaders and Boards <p>to <u>ensure fidelity to the CAC model and improve CAC operations.</u></p> <p>This includes accreditation support, Board development, strategic planning, community assessments to improve access, trauma-informed organizations, succession planning and executive transition, employee compensation, crisis preparedness and critical incident response, data management, fiscal and legal compliance, and sustainability.</p>	Facilitate New Director/Staff Orientation for CAC Leaders	Training & TA Coordinator	28		Provide orientation for all new CAC directors.
						Provide expert consultation and training for at least 75% of CACs on the accreditation process and standards.
						Host at least 12 "CAC Accreditation Office Hours" during the grant period.
11	<p>Coordinate/conduct training, consultation, and support to improve the multidisciplinary response through:</p> <ul style="list-style-type: none"> - team facilitator training and support - protocol development - conflict resolution - case review - cross-discipline training 	Facilitate group consultation for team facilitators - monthly or quarterly depending on input from CACs	Training & TA Coordinator	20	Q1 - Q4	Facilitate at least four (4) group consultation calls for team facilitators.
		Coordinate at least one MDT training designed to improve the multidisciplinary team response.	Training & Admin Support Specialist	10	Q3	Coordinate at least two (2) professional development opportunities for CAC staff and MDT professionals designed to improve the multidisciplinary team response.
14	<p>Provide education and consultation on serving</p> <ul style="list-style-type: none"> - children with special needs - non-English-speaking children - children with disabilities - underserved populations 					
16	<p>Educating CACs and MDTs about ever-evolving child abuse trends and needs (ie. CSEC, trafficking, CSAM, etc.).</p>					
17	<p>Broker services for CACs within the state</p> <p>collaborate with NCA, RCACs, and VOCAA Partners to coordinate needed support.</p>					

18	Responsibly sourcing and group purchasing operations equipment (recording equipment for forensic interviews, medical equipment, and tele-mental health equipment) for CACs					
Awareness and Education						
To increase awareness about child abuse and the CAC model and reform systems to ensure improved outcomes for child abuse victims.						
Eligible Objectives/Activity		Key Action Steps	Staff	Hours	Timeframe	Outputs
19	Conducts/coordinates - victim education and outreach re: the availability of CAC services and mandatory reporter training to recognize signs of abuse and how to report it.	Coordinate access to updated Mandatory Reporter online training developed by the Department of Children, Youth & Families	Training & TA Coordinator	10	Q1 - Q4 (monthly via newsletter)	Coordinate access to the State's updated Mandatory Reporter online training through CACWA's monthly newsletter and the Chapter website.
		Survey CACs to identify who is providing MR training; Support and facilitate coordination of CAC-delivered Mandated Reporter Training in Schools	Training & Admin Support Specialist	16	Q2	Conduct a survey of all CACs to identify who is providing mandatory reporter training in schools.
						Expand/support to 3 additional schools.
22	Develop and maintain strategic partnerships with state-level MDT partner organizations to - educate partner agencies about the benefits of the CAC model - improve CAC services - address emerging issues - create innovative responses to child abuse	Cultivate and maintain relationships with state-level agencies and partners involved in the child-abuse response in WA	Executive Director	150	Q1 - Q4	Meet and/or communicate with all state-level partners at least quarterly during the grant period.
		Actively engage in meetings, committees, and/or task force opportunities relevant to the State's child abuse response to ensure CACs are represented	Associate Director	100	Q1 - Q4	Represent CACs by committing at least 20 hours to attend meetings, committees, and/or task force opportunities relevant to the State's child abuse response.
23	Developing/improving data-sharing systems between MDT partner agencies at the State level and the Chapter (and CACs and local partner agencies)	Work to secure an information-sharing agreement with DCYF to ensure access to child abuse data	Executive Director	60	Secure agreement by 12/31/2026	Secure a formal information-sharing agreement with DCYF to ensure access to child abuse data and case outcome information is available to CACs.