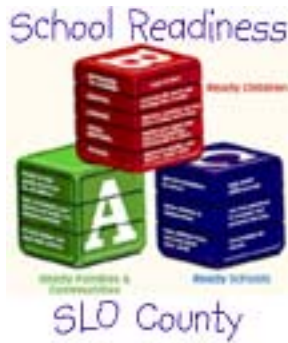


Paso Robles Planning Process

1. **Data Collection:** **October, 2002 to December, 2002**
 - a. Collect data to meet grant requirements.
2. **Service Provider Survey:** **November to December, 2002**
 - a. Determine mailing list options and finalize and distribute service provider survey.
3. **Conduct Key Stakeholder Focus Groups:** **November to December, 2002**
 - a. Select 5 or 6 key stakeholder groups and identify contact person to coordinate scheduling of 1.5 hour sessions with approximately 20 invited participants per group to comply with the grant requirements to solicit input from representatives of Early Care and Education, Parenting & Family Support, Health & Social Services, and Schools (i.e., PTA Site Council, top 20 most involved parents from Georgia Brown, Oak Park residents, childcare service providers, health/social service/agency representatives, school district personnel, faith and business community, etc.).
 - b. Design focus group questions and facilitate sessions to ensure that the information required for the application is collected (needs, gaps, redundancies).
4. **Neighborhood Team:** **January to February, 2003**
 - a. Synthesize the results from the focus group sessions.
 - b. Solicit several volunteers from each key stakeholder focus group to participate in the Neighborhood Team in order to determine the implementation plan based upon feedback from the focus group sessions.
 - c. Facilitate 3 to 4 Neighborhood Team meetings to design the action plan.
5. **School Readiness Plan Development:** **March to April, 2003**
6. **SR Plan Approval/Submission:** **May to June, 2003**



Neighborhood Teams

Selection Process:

At the end of each Stakeholder Focus Group, the facilitator will ask for several volunteers from the group to participate on the Neighborhood Team. These volunteers should effectively represent one of the three areas of School Readiness: Early Care and Education, Parenting and Family Support, or Health and Social Services.

Responsibilities:

The Neighborhood Teams will be responsible for:

- Evaluating the demographic data collected about the Georgia Brown/Paso Robles community to understand the makeup of the community.
- Analyzing the information that is compiled from the Stakeholder Focus Groups to appreciate the concerns of the community.
- Reviewing the service provider survey results to identify current service delivery levels and gaps in service.
- Evaluating innovative and research-based programs to determine applicability to the Georgia Brown community.
- Determining the programs that should be created, enhanced, or integrated based upon the assessment of needs, gaps and redundancies in service, comparison to research-based criterion, and budgetary constraints to ensure compliance with grant requirements.
- Designing an implementation plan, for approval by the local and state Children and Families Commission, in order to enhance the ability of children aged 0 to 5 to succeed in school.
- Ensuring effective implementation of the plan after approval from the California Children and Families Commission.

Time Commitment:

It is anticipated that the Neighborhood Team will meet for four (4) sessions during the months of January and February, 2003 to design the School Readiness implementation plan. Each session is likely to be three to four hours (3 to 4 hours) in length and will be held at a time convenient to the group (evenings or weekends are possible). After the plan is developed, it is anticipated that the Neighborhood Team will meet on a monthly basis for two (2) hours each session to oversee the implementation of the program.