



## Charting the LifeCourse National Training and Technical Assistance Foundational Phase

The Charting the LifeCourse team recommends the following activities to lay the foundation for organizational leadership to infuse Charting the LifeCourse into the culture and practices. The foundational activities provide a deep understanding of the principles that will allow for engagement in strategic implementation planning facilitated by the CtLC team.

As a result of participating in the Foundational Phase, organizations will receive:

- One (1) year active membership in the Charting the LifeCourse National Network, which includes:
  - Recognition on the Charting the LifeCourse website
  - National CtLC Nexus Learning Collaborative calls regarding specific implementation topics and innovation areas
  - Members Only resources that can be white labeled with organizational branding
- Fifteen (15) Certified Ambassadors, who will be equipped to integrate Charting the LifeCourse into their professional practice and introduce others to the CtLC framework
- Up to 25 hours technical assistance calls
- Two (2) live events with National CtLC Team Members (not inclusive of travel costs)

The total cost for the Foundational phase is \$30,000, with capacity building and technical assistance activities taking place over twelve months (as detailed below).

**Tentative Timeline for 12 Months**

	1	2	3	4	5	6	7	8	9	10	11	12
Organizational Leadership: Strategic Brainstorming and Planning	XX			X		X		X		X		X
Organizational Change Team: - CtLC Ambassadors Series for Person Centered Practices (On-Line/ Coaching (X)) -CtLC Ambassadors Badge Academy (Coaching Calls (^))			XX	XX	XX			^	^	^	^	^
Organization and Stakeholder: -1.5 day In-person Kick Off Event -1.5 day In-Person Next Step Event		X									X	



Capacity Building and Technical Assistance Activities by Participant Group			
Participants	Activity	Description and Purpose	Capacity Building and TA from National CtLC Center
Organizational Leadership	Strategic Brainstorming and Planning	A series of calls with organizational leadership to establish a vision and related action plan for the organizational culture change that will be enhanced and supported by the integration of the CtLC framework.	<ul style="list-style-type: none"> <li>Up to 8 hours strategic brainstorming and planning calls</li> <li>2 Half day in person strategic brainstorming and planning meetings (in conjunction with Kick-Off and Next Step events)</li> </ul>
Organizational Change Team	Ambassadors Series On-Line and Coaching series  (6 sessions every 2-3 weeks)	An online educational series and learning collaborative to deepen understanding of the CtLC framework and its application at all levels of the organization. Includes additional strategic planning calls with organization leadership.	<ul style="list-style-type: none"> <li>5 online modules with homework focused on application of principles specific to strategic thinking</li> <li>7 coaching calls focused on specific policies and procedures for integrating and sustaining work</li> <li>Access to on-line Ambassador only site.</li> <li>Pre, mid, and post series calls for Strategic Planning</li> <li>Mid-Point and Final Report</li> </ul>
	CtLC Ambassadors Badge Academy	A series of monthly coaching calls with Charting the LifeCourse Ambassadors to enhance Ambassadors' competence in specific implementation and integration of the principles, as well as build capacity for sharing the CtLC framework with other stakeholders.	<ul style="list-style-type: none"> <li>Enrollment for up to 5 Ambassadors in the CtLC Nexus Ambassadors Badge Academy</li> </ul>
Organization and Stakeholder	1.5 day In-person Kick Off Event	A live general awareness/overview event and skill building workshop to introduce the framework. Includes strategic brainstorming with organization leadership.	<p>Provided for each event:</p> <ul style="list-style-type: none"> <li>Up to 2 hours Planning Call(s)</li> <li>Up to 1 hour technical assistance for branding event materials (flyer, nametags, etc)</li> <li>Live one-day Kick-Off Event for introduction to Charting the LifeCourse key principles, concepts and practices</li> <li>Summarized Event Evaluation Report</li> </ul>
	1.5 day In-Person Next Step Event	A customizable live event and skill building workshop to introduce agency integration of CtLC. This may build on the kick-off event, provide a kick-off event for a different target audience or a broader group of stakeholders, or meet other organizational goals. Includes a half day of strategic planning with Ambassadors for action and implementation planning.	