

NYSARR IPA Project Timeline

This timeline details the work plan and goals for the proposed NYSARR IPA. The work plan will be used to guide our work for the grant period and will also be used by the external program evaluator and the Board of Directors to assess the IPA’s progress and growth. We have also included in the work plan the individual on the IPA’s leadership team who will provide oversight for each goal.

<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4 and 5</i>
<p>Goal: Recruit and certify at least five (5) IPA members and at least five (5) associate members.</p> <p>Lead: Regional Hub Leaders</p> <p>Rationale: Recruitment and certification are the cornerstone of this IPA. As such, we will allocate a substantive part of our first year to recruiting and certifying members and associates.</p>	<p>Goal: Expand MCO socialization, statewide.</p> <p>Lead: Board President and Vice President</p> <p>Rationale: Building on the work started in Year 1, we endeavor to identify pathways to partner with MCOs in the state that have an interest in devising a stable method of reimbursement for key services our member organizations provide.</p>	<p>Goal: Develop a strategic plan for the post grant period.</p> <p>Lead: Board of Directors; Vice-President of Board supervising the Evaluation Consultant</p> <p>Rationale: In this final year of the grant, it is imperative to afford attention to the IPA’s longevity. Thus, including this goal will provide us with space and time need to do this work. This strategic planning will be included as part of the final evaluation.</p>	<p>Goal: Complete final website updates.</p> <p>Lead: Lead: Vice-President (supervising IT consultants)</p> <p>Rationale: With this being the final project year, it is essential that our IT infrastructure is in a place that will enable us to expand this IPA and the services we offer to our members. It also important to consider what we are lacking or deficient in from a technological perspective.</p>
<p>Goal: Develop a professional development and training calendar for IPA members. This calendar will be informed by results obtained from a needs assessment survey, completed by members and associates.</p> <p>Lead: IPA Executive Director and Program Administrator</p> <p>Rationale: Professional development and training are foundational to the IPA to ensure our members are grounded in the theory and practice of providing quality recovery residences. Thus, we will incorporate feedback received from the needs assessment into the scheduling of events.</p>	<p>Goal: Recruit and certify at least ten (10) IPA members and at least five (5) associate members.</p> <p>Lead: Regional Hub Leaders</p> <p>Rationale: Recruitment and certification are the cornerstone of this IPA. As such, we will allocate a substantive part of our first year to recruiting and certifying members and associates. This builds on the recruitment work started in Year 1.</p>	<p>Goal: Complete additional website updates including secure payment portal.</p> <p>Lead: Lead: Vice-President (supervising IT consultants)</p> <p>Rationale: With this being the final project year, it is essential that our IT infrastructure is in a place that will enable us to expand this IPA and the services we offer to our members. It also important to consider what we are lacking or deficient in from a technological perspective.</p>	<p>Goal: Continue recruit of members and associate members as well as increase the number of members and associate members.</p> <p>Lead: Regional Hub Leaders</p> <p>Rationale: Recruitment and certification are the cornerstone of this IPA. As such, we will allocate a substantive part of our first year to recruiting and certifying members and associates. This builds on the recruitment work started in Year 1.</p>
<p>Goal: Hire appropriate administrative and support staff, including full-time staff and consultants.</p> <p>Lead: Board of Directors</p> <p>Rationale: Hiring key staff is essential to the efficient and proper functioning of the IPA.</p>	<p>Conduct a program evaluation focused on assessing the utility and impact of the trainings, professional development and technical assistance offered by the IPA.</p> <p>Lead: Vice President and Secretary</p>	<p>Goal: Assess member’s data and technology infrastructure to determine what additional technical assistance is needed in this area.</p> <p>Lead: Lead: Lead: Vice-President (supervising IT consultants)</p>	<p>Goal: Expand MCO engagement in IPA to examine potential methods of funding work and services the IPA provides.</p> <p>Lead: Board President and Vice President</p>

<p>Additionally, some of the work articulated in this work plan will be undertaken by staff to be hired.</p>	<p>Rationale: As part of our continuous program improvement efforts, it is important to engage in continuous program evaluation, thus, the inclusion of this goal.</p>	<p>Rationale: As the grant period draws to a close, it is important to undertake this assessment to determine what additional technology and IT infrastructure is needed for our members and the IPA as an organization to grow and remain a sustainable.</p>	<p>Rationale: As discussed earlier, it is imperative for the IPA to socialize its history and the work being done by its members</p>
<p>Goal: Develop a needs assessment survey to be administered to our members and associates.</p> <p>Lead: Vice-President of Board supervising the Evaluation Consultant</p> <p>Rationale: The needs assessment is a key aspect of the IPA’s evaluation plan. We utilize a survey consisting of open and closed-ended questions to obtain information from our members and associates with topics are most salient to receive training on, organizational information, current data collection and storage procedures and their reasoning for obtaining NYSARR certification. The information collected here will feed our evaluations and inform strategic planning for the post-grant period.</p>	<p>Goal: Implement a secure payment portal to be hosted on the website.</p> <p>Lead: Vice-President (supervising IT consultants)</p> <p>Rationale: As an IPA, it is important that we are to self-fund the work that we do. To be able to do this, we must be able to collect payments securely from our members and associates for specific services provided, especially as it relates to certification. As such, this goal was added.</p>	<p>Goal: Expand MCO engagement in IPA to include collaborating to host community events.</p> <p>Lead: Board President and Vice President</p> <p>Rationale: As discussed earlier, it is imperative for the IPA to socialize its history and the work being done by its members</p>	<p>Goal: Expand community footprint of IPA.</p> <p>Lead: Hub Leaders</p> <p>Rationale: This goal will see the IPA led by the hub leaders hosting more community and regional events centered on recovery and health equity by collaborating with local and regional partners (example: CBOs and educational organizations)</p>
<p>Goal: Begin socializing IPA with MCOs.</p> <p>Lead: Board President and Vice President</p> <p>Rationale: As discussed earlier, it is imperative for the IPA to socialize its history and the work being done by its members</p>	<p>Goal: Develop targeted trainings and professional development for peer advocate staff.</p> <p>Lead: Executive Director (supervising Social Worker)</p> <p>Rationale: As an organization we are committed to developing the skills and expertise of our peers. Consequently, we are including this goal as a method of measuring our progress in this area.</p>		
<p>Goal: Prototype a secure payment portal to be hosted on the website.</p> <p>Lead: Vice-President (supervising IT consultants)</p> <p>Rationale: As an IPA, it is important that we are to self-fund the work that we do. To be able to do</p>	<p>Goal: Host or co-host at least 2 community events in each region focused on recovery residence education and mental health.</p> <p>Lead: Board of Directors</p>		

<p>this, we must be able to collect payments securely from our members and associates for specific services provided, especially as it relates to certification. As such, this goal was added.</p>	<p>Rationale: We believe it is important to have an organizational presence in all regions. As such, we are including this goal.</p>		
<p>Goal: Build and implement a firewall protected section of the website to store recorded trainings and professional development sessions.</p> <p>Lead: Vice-President (supervising IT consultants)</p> <p>Rationale: We to have all trainings and professional development offered to members be accessible post-event</p>			
<p>Goal: Conduct a process evaluation to determine what is working and identify areas for improvement.</p> <p>Lead: Vice-President (supervising Evaluation Consultant)</p>			