

2023-24

Scope of Work

California Home Visiting Program
State General Fund (SGF) Evidence-Based Home Visiting (EBHV)
Scope of Work
July 1, 2023- June 30, 2024

The purpose of this Scope of Work (SOW) is to provide guidance and outline requirements for implementing the California Home Visiting Program (CHVP) funded by California State General Fund (SGF). CDPH/CHVP SGF-funded LHJs are approved to implement and/or expand Healthy Families America (HFA), Nurse Family Partnership (NFP), or Parents as Teachers (PAT) home visiting programs in accordance with State requirements to achieve positive outcomes. The SOW includes the following goals:

1. Provide leadership and structure for implementation of CHVP in the LHJ
2. Integrate the home visiting program into the local early childhood system
3. Collect, enter, and report on all required participant data
4. Develop the infrastructure for a home visiting program (Planning Activities)
5. Provide relief and support with rebuilding and stabilizing the staff and families served by Local MCAH home visiting programs including CHVP Innovation Projects through enhanced training, technology, hazard pay and other staff costs, and emergency supplies (Special Support Activities)

Note: **LHJs can spend up to 25% of the FY 2023/24 SGF EBHV allocation on Special Support Activities**

Please check one or more of the following boxes to indicate use of funding for planning or special support activities:

<input checked="" type="checkbox"/>	Planning Activities
<input checked="" type="checkbox"/>	Special Support Activities

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Goals, Objectives, and Measures for July 1, 2023 – June 30, 2024

Goal 1: Provide leadership and structure for implementation of the California Home Visiting Program (CHVP) in the Local Health Jurisdiction (LHJ)				
#	Objective	Activities	Responsible Party	Deliverables
Staffing Requirements				
1.1	Provide effective leadership and oversight for CHVP	<p>1.1. (a) Provide leadership and oversight on all matters related to the development, implementation, operation, administration, evaluation, and reporting for local implementation of CHVP following the CHVP Policies and Procedures</p> <p>1.1. (b) Attend monthly MCAH and quarterly CHVP Directors calls</p> <p>1.1. (c) Participate in ongoing local community stakeholder groups, site visits, meetings, and/or conferences as directed</p>	MCAH Director or Designee*	<p>Submission of semi-annual status report</p> <p>Submission of quarterly staffing reports</p> <p>Submission of Community Advisory Board (CAB) meeting materials, roster, agendas, and minutes with status reports</p> <p>Participation in site visits as directed by CHVP</p> <p>Submission of CHVP Implementation Plan within 60 days of contract execution (only for LHJs in 1st year of implementation)</p> <p>Note: If an LHJ establishes a subcontractor (subK) to deliver home visiting services, an LHJ representative must be present during technical assistance calls and virtual or in-</p>