



Meeting Minutes

Northern Capacity Building Advisory Committee Algoma District

Date: August 17, 2021 - CANCELLED

These minutes were provided via email to all of the Board members.

Item	
1.0	Welcome & Introductions
	N/A
2.0	Progress updates (Capacity Grants)
	THRIVE will be invited to provide an update of the work to date at the next meeting. MCCSS also released the details about the Workforce Capacity Grant. Committee members are encouraged to view criteria posted on the MCCSS website last week. Priority will be given to northern providers delivering services to Francophone and Indigenous families and communities. Funding is for 12 months; two opportunities are available. Information sessions are available for those interested in learning more. Those choosing to attend must register.
3.0	CCR & OAP updates
	<p><u>Entry to School:</u> This is a 6 month intervention for children 3-5 years of age entering the school system. MCCSS will inform successful applicants in September/October of 2021. The establishment of the program would start in January 2022 and children who received an invitation would officially begin the program in March 2022.</p> <p><u>Urgent Response:</u> This is a 12 week intervention available to eligible families throughout the province. MCCSS invited all Coordinating Service Planning agencies to lead design with partners throughout the province.</p> <p>Committee members are encouraged to visit the Ontario government website for full details on all initiatives.</p> <p><u>Determination of Needs:</u> This process will continue until the target of 600 families is achieved. The majority of the current Care Coordinators will return to their home organizations at the end of September. CCR will continue with a small group of CCs until this work is complete.</p>
4.0	Additional Items
	<p><u>Northern Capacity Building Initiative Report:</u> Please find attached a copy of the Northern Capacity Building report for 2021-2022. Similar to last year, as the data is collected the report will be populated along with anecdotal information capturing the progress of the investments for this fiscal year.</p> <p><u>Letter to Minister Fullerton:</u> Please find attached a letter to Minister Fullerton. Committee members are invited to review and provide feedback. The letter will be sent to Minister Fullerton at the end of the week.</p>

6.0	Next Meeting
	November 16 th 2021
7.0	Adjournment
	N/A



Child & Community Resources

Ressources pour l'Enfance
et la Communauté

Northern Capacity-Building Initiative

July 21, 2021



Executive Summary

Over the past year, Child & Community Resources has worked with families, public and private providers to address the most significant barrier to service in the North Region – a lack of quality, trained professionals.

As the new Ontario Autism Program moves closer to implementation, our work has focused on ensuring providers throughout the North Region have the resources they need to enhance professional capacity, with the overarching goal of providing much-needed, high-quality autism services to additional families. It is vital that a broad range of agencies from across the North Region are equipped to meet the demands of families who will be positioned to begin purchasing services.

By leveraging the support of our dedicated Northern Collaborative Partners and Northern Collaborative Capacity Building Advisory Committees in the Kenora-Rainy River, Algoma, Thunder Bay and Sudbury-Manitoulin Districts, Child & Community Resources developed a Plan of Action to address capacity-building needs.

As the report outlines, we engaged with a variety of public and private providers across the district, to support with enhancing internal capacity to hire and retain professionals, and ultimately, provide service to additional families.

Thank you to our dedicated network of families and providers for supporting us with this initiative. Although there is more work to do, we have witnessed a remarkable response from providers in a short period of time. Our hope is that this momentum continues, and Child & Community Resources will resume our support in any capacity deemed necessary to ensure families have access to the services they deserve.

Contents

Overview.....4

Capacity-Building Fund Recipients.....5

 Thunder Bay District5

 Algoma District7

 Kenora-Rainy River District7

 Sudbury-Manitoulin District.....8

Implementation Plan10

Projected Impact of Capacity-Building Funds.....12

 Thunder Bay District12

 Algoma District14

 Kenora-Rainy River District15

 Sudbury-Manitoulin District.....15

Summary of Projected Impact17

Monitoring and Evaluation.....18

Results.....19

Future Planning.....20

 Thunder Bay District20

 Algoma District21

 Kenora-Rainy River District21

 Sudbury-Manitoulin District.....22

Overview

As a result of changes to the Ontario Autism Program, service capacity across the North Region significantly decreased. The impact of these changes continues to result in families lacking access to high-quality, needs-based autism services.

In the fall of 2019, Child & Community Resources submitted a proposal to the Ministry of Children, Community and Social Services to support the development of the Northern Collaborative, and to secure funds to increase the professional capacity of service providers across the North Region.

As a result, the Ministry of Children, Community and Social Services agreed to provide time-limited funding to support Child & Community Resources with capacity-building initiatives.

In the 2020-2021 fiscal year, funding was directed towards multiple opportunities and strategies which were identified by families to enhance professional capacity in the districts of Kenora-Rainy River, Algoma, Thunder Bay, and Sudbury-Manitoulin Districts. Results of this initiative can be viewed in the [Northern Capacity Building Project, Accomplishments and Opportunities](#) report.

One of the many opportunities and strategies outlined in the report mentioned above, was to provide capacity-building funding to providers within the Sudbury-Manitoulin and Thunder Bay Districts, to enhance professional capacity and serve more children, youth, and families with autism spectrum disorder. In the interest of maintaining momentum, Child & Community Resources submitted a proposal to the Ministry of Children, Community and Social Services, to request funding for the 2021-2022 and 2022-2023 fiscal years. The proposal was accepted, and as a result, Child & Community Resources continues to support our private and public providers with capacity-building funding.

The below results are a direct reflection of the incredible work completed by our partners to enhance their professional capacity in response to both the immediate and future need for families to have access to quality autism services.

Capacity-Building Fund Recipients

Funds were distributed evenly across the districts of Sudbury-Manitoulin, Thunder Bay, Algoma, and Kenora-Rainy River, with each district receiving \$300,000. To ensure sustainability of capacity-building initiatives, funds were distributed for the 2021-2022 fiscal year, with additional funding commitments made for the 2022-2023 fiscal year.

Funds were requested by each of the 8 agencies by completing a “Plan of Action” which allows CCR to ensure alignment of funds with capacity building outcomes, and to ensure accountability and allow for ongoing monitoring of key deliverables (Appendix A).

A total of \$\$\$\$\$ has been committed to 9 autism service providers from the public and private sector, including:

Thunder Bay District



<https://www.creativetherapyautismcentre.ca/>

Based out of Thunder Bay and providing services throughout Northwestern Ontario, Creative Therapy Autism Centre employs a team of qualified professionals that work with children and youth, in partnership with their families, to develop needs-based programs to fit each child’s individual profile. Creative Therapy Autism Centre recognizes the struggles that the families of children diagnosed with Autism Spectrum Disorder (ASD) in Northwestern Ontario face.



<http://ignitepositivebehaviour.ca/>

Ignite Behaviour Consulting Inc. is a local organization that provides ABA services, training and consultation to children and families in the Thunder Bay area. Home to Thunder Bay's only on-site Board Certified Behaviour Analyst, the team at Ignite is passionate about empowering caregivers and helping children discover new ways to interact with the world around them.

Ignite offers Intensive Behaviour Intervention (IBI) for children diagnosed with Autism Spectrum Disorder, ABA Therapy, caregiver coaching and consultation services for both families and professionals.



<http://www.georgejeffrey.com/>

Located in Thunder Bay, Ontario, George Jeffrey Children's Centre (GJCC) is a long-standing and well-respected pediatric outpatient health facility. GJCC is dedicated to meeting the communication, developmental, behavioural, and physical needs of infants, children, and youth, from birth to 19 years of age, across the Thunder Bay District.

GJCC leverages the expertise of their staff to offer augmentative communication, occupational therapy, physiotherapy, recreation and leisure facilitation, rural services, seating and mobility, speech-language pathology, and social work.

Algoma District



Child Development Centre
Centre de développement de l'enfant

<https://kidsthive.ca/>

Operating out of the Algoma District, THRIVE Child Development Centre helps children and youth with diverse abilities achieve their highest potential. As one of twenty-one children's treatment centers across Ontario, THRIVE supports children and youth from 0-18 years of age who are impacted by differences in physical, perceptual, communication and/or developmental trajectories.

Kenora-Rainy River District



FIREFLY

<http://www.fireflynw.ca/>

With locations across Northwestern Ontario, FIREFLY is dedicated to supporting and strengthening the health and well-being of families, children, and youth, through emotional, physical, developmental, and community services.

The expertise of FIREFLY's professional staff is drawn from the fields of social work, speech and language, occupational therapy, physiotherapy, developmental services, and early childhood education.

Sudbury-Manitoulin District



<https://rootsandwingspsychology.ca/>

Based out of the Sudbury-Manitoulin District, Roots & Wings Psychology provides services across Northern Ontario, including psychological assessments, evidence based early intervention, cognitive behavioural therapy, and applied behaviour analysis intervention. We also provide consultation, training, support, and advocacy to caregivers, professionals, agencies, and schools. Roots & Wings Psychology shares a vision to realize the potential and resilience in all children and youth.



<http://www.behaviouranalysisnorth.com/>

Behaviour Analysis North provides behaviour analytic services to individuals and families throughout Northern Ontario.



<https://www.sgrenierconsulting.com/>

S. Grenier Consulting supports children/youth and their families in school and home settings. Sylvie Grenier has a seasoned background in Applied Behaviour Analysis, Education and Training for children and adolescents with ASD and developmental disabilities. Sylvie demonstrates strong knowledge of theory and practice of ABA, social groups and sexuality. Over the past two decades, Sylvie has worked in-home settings,

schools, residential programs, and community settings for children and adolescents with challenging behaviors and disabilities, to improve their ability to function independently as members of our community, home and school.



<https://northernocs.ca/>

Based in Sudbury, NOCS specializes in behavioural assessment and treatment of challenging behaviours for individuals with developmental disabilities and multiple or complex needs. Clinical supervision from a Board Certified Behaviour Analyst is a key component within their team for delivering quality ABA services. They believe their staff to be elite in providing a diverse range of direct ABA services to individuals, based on best practices.

NOCS endeavors to work with the individual and their family to develop innovative individualized programs based on preferences, needs, choice, and autonomy.

Implementation Plan

Capacity building funds were dedicated to 3 specific areas:

a. Staff Training

- Funds used to enhance the professional capacity of current staff to offer services to a broader range of children, youth, and families; or
- Funds used to increase professional capacity by training new professionals to provide services to additional children, youth, and families.

b. Staff Wages

- Funds used to support the retention of staff acquired due to the availability of the capacity building funds; or
- Funds used to enhance hours of existing staff resulting in additional families receiving clinically recommended hours of treatment.

c. Staff Supervision

- Funds used to offset costs associated with the clinical supervision of new staff and / or clients.

The following table briefly summarizes the implementation of the project.

Timeline	Key Deliverable
April 23, 2021	Plan of Action received from each partnering organization which outlines the amount of funds available in the 2021-2022 and 2022-2023 fiscal year and how funds will be directed towards one or more of the 3 keys areas above (i.e., training, wages, supervision).
May 2021	Purchase of Service Agreement between CCR and Recipients reviewed and signed. Purchase of Service Agreement includes templates, timelines, and expectations around data collection.
October 15, 2021	Data Collection and Reporting Template Due to CCR, which includes data for April 1 st to September 30 th , 2021 (see below – Monitoring and Evaluation).

January 15, 2022	Data Collection and Reporting Template Due to CCR, which includes data for April 1 st to December 31 st , 2021 (see below – Monitoring and Evaluation).
April 15, 2022	Data Collection and Reporting Template Due to CCR, which includes data for April 1 st to March 31 st , 2022 (see below – Monitoring and Evaluation).
May 15, 2022	Final Project Monitoring and Evaluation Report for 2021-2022 Fiscal Year provided to MCCSS and the public (via Child & Community Resources' website). Report will also include plan of action for funds to be issued and utilized in the 2022-2023 Fiscal year.

Projected Impact of Capacity-Building Funds

The investment is intended to directly contribute to the sustainability or enhancement of professionals within each agency to support providers in preparing to deliver core services.

In addition to having the ability to provide service to additional children, youth, and families, the project has strengthened the relationship amongst private and public providers. In addition, the development of the Capacity Building Advisory Committees in each district has increased collaboration amongst professionals and parents. These efforts have strengthened the system and partnerships, creating a strong commitment to ensuring families have access to quality service and professionals in their home community.

As per the Plan of Action received and approved by each partnering agency, it is anticipated that the following capacity-building opportunities will occur.

Thunder Bay District

Creative Therapy Autism Centre

Staff Training

Creative Therapy Autism Centre will be providing training to enhance the skill set of its multidisciplinary team in the area of Augmentative and Alternative Communication.

Training will focus on Picture Exchange Communication System and Language Acquisition through Motor Planning. Training will foster the delivery of quality services and will allow Creative Therapy Autism Centre to further support the many non-verbal or minimally verbal children in the Thunder Bay District.

Training	Number of Staff
Picture Exchange Communication System, Level 2 Certified Implementer	1
Picture Exchange Communication System, Level 1 Knowledge Certificate	20
A Conversation about Compassion in Applied Behaviour Analysis	15
Acceptance and Commitment Therapy training	2

Staff Wages

Creative Therapy Autism Centre will use a portion of capacity-building funds to provide training and supervision for **2 new therapists**. The onboarding of these therapists will result in services for **5 new children**.

Funds will further be used to maintain professional capacity of **5 existing therapists**, providing services to **12 families**.

Ignite Positive Behaviour Inc.

Staff Training

Ignite Behaviour Consulting Inc. will utilize funds to provide Behaviour Skills Training to **1 new therapist**. Behaviour Skills Training includes instructions, modeling, practice, and feedback. The new therapist will be provided and review basic material on ABA strategies, shadow the Lead ABA Therapist and/or the Board Certified Behaviour Analyst while she models the strategies and methodologies, and will be given multiple opportunities to practice their skills and receive feedback.

In addition to the onboarding of a new therapist, Ignite Behaviour Consulting Inc. will also apply funding towards initial **BCaBA coursework for 1 staff**. This will support long-term capacity-building to ensure families are able to access quality services with clinical oversight.

Staff Wages

Ignite Behaviour Consulting Inc. will use a portion of funds to supplement the wages of **1 new hire, and 1 existing staff**. This will result in the potential for **2 to 6 new children** to receive up to an **additional 1584 hours of service**. Clinical Supervision hours will also be offset, to ensure evidence-based, quality programming is provided to families.

George Jeffrey Children’s Treatment Centre

Staff Wages

George Jeffrey Children’s Treatment Centre will use funds to secure **2 new, 11-month temporary therapists**. This will enable George Jeffrey Children’s Treatment Centre to provide services to families currently on their waitlist. It is projected that an **additional 1750 to 1880 hours of service** would be delivered to families, between these two new positions. Clinical Supervision hours will also be offset, to ensure evidence-based, quality programming is provided to families.

Algoma District

THRIVE Child Development Centre

Staff Training

THRIVE Child Development Centre conducted a needs analysis survey with families to determine what families are looking for in order to meet their needs. As a result, THRIVE Child Development Centre will implement Relationship Development Intervention, and Applied Behaviour Analysis training.

Training	Number of Staff
Relationship Development Intervention	15
Applied Behaviour Analysis Training	14

Staff Wages

THRIVE Child Development Centre will utilize funds to recruit **2 new ABA Therapists**, and **1 new Service Navigator / Intake Coordinator**. These will be 1-year contract positions, and attempts will be made to recruit bilingual candidates. It is anticipated the with the enhanced staffing, an **additional 15 children will receive services**. Clinical Supervision hours will also be offset, to ensure evidence-based, quality programming is provided to families.

Kenora-Rainy River District

FIREFLY

Staff Training

FIREFLY will use funds to provide training opportunities for a wide range of programs, including ADOS, M-CHAT, SCQ, Anxiety & ASD (Facing Your Fears), Registered Behaviour Technician, Hanen (More than Words / Talkability), RDI, and ADHD/ASD training. It is anticipated that a minimum of **8 staff will receive training** on the above.

Staff Wages

FIREFLY intends to recruit additional professionals to build regional autism teams. Capacity-building funding will also be used to increase hours of existing staff as the need arises from families. It is anticipated that FIREFLY will serve an **additional 10 children** who will receive **20 to 100 hours of service** based on service delivery choices and preferences. Clinical Supervision hours will also be offset, to ensure evidence-based, quality programming is provided to families.

Sudbury-Manitoulin District

Roots & Wings Psychology

Staff Wages

Roots & Wings Psychology will use capacity-building funds to subsidize 49% of wages for **2 new therapists**. Recruitment will consist of hiring bilingual therapists and services will be offered to English and French families; indigenous families; and those residing in both rural and remote communities.

It is anticipated that this will result in an **additional 6 to 15 children** receiving **4 to 10 hours of service per week**, for a total of **1,556 hours of service**. Clinical Supervision hours will also be offset, to ensure evidence-based, quality programming is provided to families.

Behaviour Analysis North

Staff Training

Behaviour Analysis North will use funding to hire and train **2 new therapists**. Training will consist of Registered Behaviour Technician training, job shadowing and supervision.

Staff Wages

It is anticipated that **5 existing families** would receive a total of **1440 additional hours of service** that are clinically recommended however were unable to be delivered due to limited resources. Clinical Supervision hours will also be offset, to ensure evidence-based, quality programming is provided to families.

S. Grenier Consulting

Staff Wages

S. Grenier Consulting will use funds to provide services to **3 families** who would receive **15 to 20 hours** of service per week. Clinical Supervision hours will also be offset, to ensure evidence-based, quality programming is provided to families.

Northern Outreach and Clinical Services

Staff Training

As a new autism service provider operating out of the Sudbury-Manitoulin District, Northern Outreach and Clinical Services will attempt to recruit and train **10 new full time therapists**. Training will include Indigenous Awareness Canada, Safe Management, and Registered Behaviour Technician training.

Staff Wages

Northern Outreach and Clinical Services will use funds to offset or supplement wages to provide services to **20 to 40 new children**, who may receive **up to a total of 1400 hours of service per month**. Clinical Supervision hours will also be offset, to ensure evidence-based, quality programming is provided to families.

Summary of Projected Impact

Should each agency be successful in the recruitment and training of professionals, the capacity-building funding issued would result in a substantial increase in professional capacity, and as a result, children, youth, and families receiving much needed service.



Monitoring and Evaluation

In the interest of ensuring accountability to each agencies Plan of Action, funding distributed, and to ensure the Northern Capacity-Building Initiative had its intended impact on enhancing professional capacity across the North Region, each agency is responsible for data reporting (Appendix B). Data reporting requirements form part of the purchase of service agreement between Child & Community Resources, and the funding recipient, and includes:

Staff Training

- Number of newly trained staff
- Number of direct training hours
- Financial summary
- Overview of successes and barriers (if any)

Staff Wages

- Number of children, youth or families served
- Number of direct hours delivered
- Number of indirect hours delivered
- Overview of successes and barriers (if any)

Staff Supervision

- Number of hours of supervision
- Financial summary

In addition to data requirements mentioned above, each agency is expected to complete the Capacity Building Grant Feedback Survey (Appendix C). The feedback survey has been created to support Child & Community Resources in evaluating the success of the initiative in enhancing professional capacity within each agency.

Results

Place holder for summary of results of data collection and feedback survey.

Future Planning

A primary goal of the Northern Capacity-Building Initiative is to ensure sustainability of capacity-building opportunities as a result of funding provided to each agency. It is anticipated that the new Ontario Autism Program will provide eligible families with adequate funding to purchase clinically required, needs-based services, thereby providing fee-for-service agencies with the opportunity to maintain staffing compliments in a stable and reliable market.

To support each agency, funding is available for a 2-year period. In year one, they will receive an allocation followed by 50% of the original funding provided, in year 2. This provides opportunity to invest more in year one followed by a reduction in year 2 reduce the reliance on this funding.

As a means to ensure each agency is adequately prepared for the tapering of funding, and to ensure sufficient plans are in place for year 2, each agency was asked to provide an overview of how the final installment of funds will be used.

Thunder Bay District

Creative Therapy Autism Centre

Creative Therapy Autism Centre intends to utilize year 2 grant funds to help support two behavior therapists in their pursuit of their BCBA. This will ultimately lead to much-needed clinical capacity in the Thunder Bay District.

Ignite Positive Behaviour

Ignite Positive Behaviour Inc. plans to use year 2 funds to continue to hire and train additional staff (1-2), support their future BCaBA in completing their final coursework and exam, and to offset costs associated with providing direct services to families.

George Jeffrey Children's Treatment Centre

George Jeffrey Children's Treatment Centre anticipates utilizing funds to maintain one Behaviour Therapist position, thereby ensuring service continuity for families.

Algoma District

THRIVE Child Development Centre

THRIVE Child Development Centre plans to continue to build their capacity by ensuring any profit made in their fee-for-service model is integrated back into the service system for families. Their hope is that they can build a solid base to sustain the structure and continue to provide quality services to children and families. THRIVE will complete evaluation and satisfaction surveys to measure outcomes and to have a clear understanding of how things are going, where the gaps are and areas they need to focus on.

THRIVE will build a plan to maintain the sustainability to continue building capacity within the agency and community. THRIVE's OAP Team will be structured to be able to maintain current service delivery required and to support increased entry into the program as they receive eligible children who have a Childhood budget, Interim funding or funds that are part of the new needs based program. There will be continuity of care from a multidisciplinary team to ensure family / child needs are met.

The funds will ensure THRIVE strategically have staffing able to serve rural communities or individuals situated in remote communities. They will continue to work with indigenous partners to build capacity together.

Kenora-Rainy River District

FIREFLY

Momentum built in year 1 will be sustained by building on staff training and experience as demand grows with simultaneous increase in families becoming successfully registered with OAP, creating additional demand for service moving forward. Work completed in year 1 will form the basis for expansion of core Autism services in year 2. Further, time spent on the establishment of processes, policy and programming in Year 1 will decrease moving into year 2 and convert to increased service delivery time. These funds will be used to offset staffing, travel and training costs as FIREFLY continues to increase delivery of autism specific service packages. Expertise and experience built in

year 1 will position FIREFLY as a regional lead with regard to autism services which will allow for increased collaboration with community partners, such as our school districts, Associations for Community Living, as well as others to work together to collaboratively meet the needs of children and families with ASD in a greater variety of settings.

Sudbury-Manitoulin District

Roots & Wings Psychology

In Year 2, funding would be allocated to maintain the 2021/22 staffing by subsidizing 21% of annual staff wages for the two FTE ABA Therapists, one 0.70 FTE ABA Therapist and clinical supervision by a BCBA. Roots & Wings Psychology will aspire to increase the third ABA Therapist to 1.0 FTE as well as clinical supervision hours by a BCBA.

Behaviour Analysis North

In Year 2, the plan is to continue to use the funds to provide additional hours of intervention to children whose families have either a) run out of interim one-time funding or b) are paying out of pocket at less than the number of clinically recommended hours.

S. Grenier Consulting

Funds will be used to continue to expand French and English ABA services across the North. Funds may also be used to support BCBA qualifications for S. Grenier Consulting, resulting in additional bilingual BCBA support in the North (which is limited).

Northern Outreach Clinical Services

Funds will be used to recruit and train additional staff (including bilingual). Funds will also be used to ensure an adequate supervision structure in the interest of providing families with the highest quality of services possible.



Plan of Action for Capacity Building Funds

Overview

MCCSS has provided CCR with funding to further enhance professional capacity in the north region. These funds are being made available to public and private providers to build, retain, and grow their workforce.

These funds are reserved for providers that intend on expanding their ability to deliver core services (Occupational, Speech and Language and Behavioural treatment). Projects that focus on improving access for rural, remote, Indigenous and francophone families are strongly encouraged. These strategies could include, for example, travel or local training initiatives.

The Capacity Building Funds will provide financial support intended to cover or offset costs associated with:

- Staff training;
- Increasing number of employees (therapists);
- Increasing hours for new or existing employees; and
- Therapist supervision.

Considerations

The Capacity Building Funds are intended to assist northern providers in recruiting, training, and providing additional services to children, youth, and families within the North Region.

- It is expected that funding is utilized to provide needs-based, ABA-based services to children, youth, and families. Service is defined as direct, needs-based, consultative-type or 1:1 service between the family and professional.
- Providers are responsible for maintaining their own client lists (including waitlists), and for identifying the children, youth, or families that will receive services.
- Providers are responsible for demonstrating an increase in professional capacity as a result of the Capacity Building Funds.

Exclusions

Given the purpose of the Capacity Building Funds, funding cannot be used to:

- Purchase equipment (e.g. tablets, iPads, computers, for staff or families).

- Provide benefits, sick time or otherwise for staff.
- Support or offset retroactive wages.

Plan of Action Process

Providers are eligible to receive up to (amount dependent on participants per region to a maximum of \$300,000) in the 2021-2022 fiscal year, and (amount dependent on participants per region to a maximum of \$150,000) in the 2022-2023 fiscal year, to increase professional capacity within their organization. The information included within the Plan of Action will be reviewed by CCR to ensure funds will be utilized for their intended purpose. Final approval will result in the release of requested funds to the provider along with data collection instructions.

The Plan of Action is due April 23rd, 2021.

Plan of Action

Plan of Action forms are due to tbosse@ccrconnect.ca no later than Friday, April 23rd. Questions related to the proposal process, or information requested herein, can be directed to Trevor Bosse at tbosse@ccrconnect.ca

Agency Name: _____
Address: _____
Primary Contact: _____

Section A: Funding Request (2021-2022 Fiscal Year)

Staff Training	
Please describe the projected impact on your Agency, children, youth, and families.	
This section should include:	
<ul style="list-style-type: none"><input type="checkbox"/> Description of the type or name of training<input type="checkbox"/> Number of staff to receive training<input type="checkbox"/> Location (e.g. Sudbury-Manitoulin, Thunder Bay, Algoma, Kenora-Rainy River District) of staff to receive training<input type="checkbox"/> Anticipated costs per staff<input type="checkbox"/> Description of how the training will support to build capacity within your agency<input type="checkbox"/> Description of how the increased capacity will have a positive impact on children, youth, and / or families in your service area, including (where possible), the number of children, youth, or families that would benefit as a direct result of the training<input type="checkbox"/> Projected timelines for training implementation and completion	
Requested Funding Amount:	\$

Staff Wages	
Please describe the projected impact on your Agency, children, youth, and families.	
This section should include:	
<ul style="list-style-type: none"><input type="checkbox"/> Description of your plan to apply funding to either:<ul style="list-style-type: none"><input type="checkbox"/> Hire new staff<input type="checkbox"/> Increase hours of existing staff<input type="checkbox"/> Location of staff in which funding will be applied towards (e.g. Sudbury-Manitoulin, Thunder Bay, Algoma, Kenora-Rainy River District)<input type="checkbox"/> The projected number of children, youth, or families that would receive new or additional services due to the funding<input type="checkbox"/> The projected number of direct service hours to be delivered<input type="checkbox"/> Projected timelines for the above	
Requested Funding Amount:	\$

Staff Supervision

Please describe the projected impact on your Agency, children, youth, and families.

This section should include:

- Description of the linkage between funding and the corresponding staff supervision hours required *or*
- Description of the requirement for funding to offset staff supervision costs within your current infrastructure
- Location of staff requiring clinical supervision
- Description of the impact on new or existing children, youth, and families whom would not have received service should the funding have not been available (may include the number of direct hours of supervision)

Requested Funding Amount: \$

Section B: Funding Request (2022-2023 Fiscal Year)

Future Planning

Briefly describe how you anticipate you will use additional funds in the 2022-2023 fiscal year.

This section should include:

- A brief description of how you would use the funds to continue the momentum gained during the 2021-2022 fiscal year.

Requested Funding Amount: \$

Section C: Agency Overview

Please provide an overview of your agency.

This section should include:

- Service area including plans to extend or offer services in rural or remote communities
- Services offered (including age ranges, and language(s) services are offered in)
- Staffing numbers (FTE, part time and / or casual)
- Agency structure

Ensuring high-quality services is an integral component of the Capacity Building Funding. Please describe the knowledge, skills, and expertise of the staff within your agency, as well as your internal process for ensuring quality services are delivered.

This section should include:

- Description of the credentials of staff within your agency
- Brief overview of relevant training / employment history for staff within your agency
- Where applicable, reference to governing bodies or guidelines followed
- Description of clinical capacity, oversight, and supervision to ensure service quality is monitored and staff skills are maintained

Data Collection and Evaluation

Once funding is received, you will be responsible for data collection and reporting. A report will be due to Child & Community Resources no later than April 15th, 2022, which will include the following information:

Staff Training

- Number of newly trained staff
- Number of direct training hours
- Financial summary
- Overview of successes and barriers (if any)

Staff Wages

- Number of 'new' children, youth or families served
- Number of direct hours delivered
- Number of indirect hours delivered
- Overview of successes and barriers (if any)

Opportunity 3: Staff Supervision

- Number of hours of supervision
- Financial summary

Definitions

Direct hours includes the number of hours of in-person (or virtual) service delivered (i.e. 1:1 treatment hours, assessment delivery (scoring and data tracking only if the child or family are present)). **Indirect** hours includes intake time (where the family is not present), prep time, file reviews, note writing, etc.

SCHEDULE C: 2021-2023 Capacity Building Funds: Data Collection and Reporting Template						
Agency Name:						
Total Funding Received:						
Section 1: Data Collection for Staff Training Grant						
Date	Staff Initials	# of Hours of Training	Type of Training Received	Cost of Training	Is Training Complete? (Y/N)	Notes
Section 2: Data Collection for Staff Wages Grant						
Date	Staff Initials	# of Children, Youth, Families Served	Direct Hours Delivered	Indirect Hours	Cost	Notes
Section 3: Data Collection for Staff Supervision Grant						
Date	Staff initials (who received supervision)	# of Supervision Hours	Cost			Notes
Total Funding Received:						
Costs to Date:						
Remaining Funding Available:						





Child & Community Resources
Ressources pour l'Enfance
et la Communauté

2021-2022 Capacity Building Funding Feedback Survey

Thank you for providing feedback regarding the Capacity Building Funding you received. Your feedback will help us evaluate the success of the funding in enhancing professional capacity within your organization.

* 1. Agency Name:

* 2. In which areas did you apply the Capacity Building funding to?

- Staff Training Grant
- Staff Wages Grant
- Staff Supervision Grant

* 3. To what extent did the funding support your agency to enhance professional capacity?

- To a Great Extent
- Somewhat
- Very Little
- Not at All

Please provide additional context to your response:

4. The funding was designed to enhance professional capacity within Northern agencies to provide ABA-based services to additional children, youth, and families. To what extent did the Grant allow your agency to provide additional services and supports to children, youth, and families?

- To a Great Extent
- Somewhat
- Very Little
- Not at All

Please provide additional context to your response:

5. Have you received feedback from children, youth, or families who were able to engage in services with your agency, as a direct result of the funds? If so, can you please summarize the feedback received?

6. Do you have any additional comments or feedback related to the Capacity Building funds, it's impact on your agency and / or children, youth, and families?



August 16, 2021

Dear Minister Fullerton,

On behalf of the Northern Capacity Building Advisory Committees, we would like to acknowledge the recent announcement on July 28, 2021, regarding the Autism Workforce Capacity Building Plan.

We welcome the commitment to the four objectives: stabilizing the workforce, enhancing skills and training, strengthening oversight, and expanding access. We appreciate the acknowledgement of the work to date through the northern pilots and our work together as a Northern Collaborative.

With the launch of core clinical services, we have come to learn that the percentage of families in the north receiving an invitation is extremely low. We are aware the initial launch includes 600 families throughout the province however we must be proactive and prepared to respond to the 8000 children projected to be in service by 2022.

To assist us in establishing a sustainable work force and accessible system of services we would like to access critical information as soon as possible. Specifically, the projected number of children eligible to receive core services in the north in 2022.

For example, if the north is projected to have 10% of the 8000 families receiving core service by the fall of 2022, we can begin to plan immediately for 800 children. Understanding the potential market is vital to expanding and aligning capacity building funds, recruitment, training, and cross-regional supports, etc. This is especially important to establishing and enhancing access to rural, remote, Francophone and Indigenous services.

We do not want to waste a single funding opportunity because we are planning and preparing based on inaccurate or unreliable information. Having this information will ensure the system is ready and available when families receive their allocation to purchase service.

We welcome an opportunity to discuss our experience and suggestions to assist you and your team in the successful implementation of the OAP.

Sincerely,

Sherry Fournier, Executive Director, Child & Community Resources

Sara Kitlar-Pothier, Chair, Sudbury Capacity Building Advisory Committee

Danielle Paananen, Chair, Thunder Bay Capacity Building Advisory Committee

Kathy Sutherland, Chair, Algoma Capacity Building Advisory Committee

April Spraza, Chair, Kenora Rainy River Capacity Building Advisory Committee

Cc:

Deborah Sullivan, CCR Board Chair

Vijay Chauhan, Chief of Staff

Jennifer Morris, Assistant Deputy Minister

Sarah Hardy, Director, Autism Branch

Sandra Russell, Director, North Region

Northern Collaborative Partners:

ABA Northern Services & Training Inc.

Algoma Behavioural Services Inc.

Applied Behaviour Analytic Services

Behaviour Analysis North

Biglow Behaviour Services

Breakthrough Speech & Language Therapy

Brenna Lanktree and Associates, Inc.

Creative Therapy Associates

FIREFLY

George Jeffrey Children's Centre

Ignite Behaviour Consulting

Kerry Maisels Behaviour Consulting Inc

Mariani and Associates

Northern Outreach & Clinical Services

Roots & Wings Psychology

S.Grenier Consulting

THRIVE Child Development Centre

Wordplay Jeux de mots, North Bay Regional Health Centre