



## VEIPD SCOPE OF WORK 2024-2025

MID-YEAR UPDATE, MAY 2025

Activity	Grant Deliverables	Tasks And Products	6-Month Update	End-of-year Update
<b>1. Oversight and coordination of CSPD</b>	1a. Oversee the design, integration, and implementation of the CSPD, as it relates to Part C personnel standards.	Coordinate quarterly ITC meetings, maintain current membership, and add members as needed	MEETINGS HELD: <a href="#">1/27/25</a> and <a href="#">4/28/25</a>	
	1b. Collaborate with Part C staff to incorporate locality input in planning, developing and implementing Part C PD.	Provide quarterly updates at VICC meetings with focus on new products/elements and data on use of PD resources	UPDATES PROVIDED: <a href="#">12/12/24</a> and <a href="#">3/13/25</a>	
	1c. Participate in national and regional TA events and conferences with the intent to bring evidence-based practices to VA.  1d. Maintain comprehensive web presence and update/refine web-based modules and other digital products on VEIPD Center.  1e. Provide quarterly progress reports on PD activities, including evaluation findings.  1f. Provide written reports of data results.	Participate in state and national EI/EC PD initiatives, including the aRPy Ambassador Initiative, IECMH Advisory Board, VAIMH Board, EIV/PDAT, AT Network Advisory Council, DEC CoPs, and ECTA on national training initiatives to bring current information about EBP to EI practitioners in VA	ONGOING WORKGROUP ACTIVITIES	

		Contribute to and represent VA at state and national events	<ul style="list-style-type: none"> <li>• DEC PD COP WEBINAR 05/06/25</li> <li>• EARLY IMPACT CONFERENCE 05/09/25</li> <li>• DEC WORKFORCE SPOTLIGHT 05/13/25</li> <li>• IECMH CONFERENCE 05/22/25</li> </ul>	
		Contribute to EI evidence-informed practices through scholarly writings	PUBLISHED : <a href="#">Successful Student Field Placements in Early Intervention: Guidance from EI Program Managers</a> March 2025	
		Submit quarterly progress reports to EI Program Manager	VIA VICC INFOGRAPHICS	
		Submit updates for the ITCVA Newsletter	ONGOING MONTHLY	
		Collaborate with Partnership (PPD) projects involved in PD with early intervention providers and those reaching families of young children	PPD EARLY CHILDHOOD CONTENT TEAM SUBMITTED VDOE GRANT PROPOSAL	
<b>2. Program evaluation and data collection</b>	2a. Provide program evaluation and data collection by conducting evaluations, follow-up activities, and PD activities.	Conduct evaluations of PD opportunities	ALL CURRENT EVALUATIONS AVAILABLE <a href="#">HERE</a>	
		Use ongoing mechanisms to gather information about PD needs	DATA GATHERED THROUGH EVALUATION SURVEYS FOLLOWING ALL PD EVENTS	
		Post copies of all evaluations on Google drive and website using VEIPD templates for accessibility by ITCVA staff	ALL CURRENT EVALUATIONS AVAILABLE <a href="#">HERE</a>	

<b>3. Collaborate with ITCVA on SSIP priorities</b>	3a. Collaborate and meet with ITCVA staff to ensure collaboration across PD, TA, and Monitoring Teams.	Meet with EI Program Manager to identify and collaborate on PD to meet needs	MEETINGS: 12/5/24, 2/11/25	
	3b. Serve on SSIP leadership team, co-facilitate SSIP workgroups, and participate in SSIP Leads activities.	Participate on ITCVA workgroups and staff meetings and use information to inform PD work	ONGOING	
	3c. Collaborate on regulatory/compliance trainings.	Collaborate with ITCVA staff to package, design and/or deliver training or other PD support to meet local/regional needs related to SSIP priorities, as identified through monitoring or technical assistance activities	SEE VEIPD RESOURCES AND EVENTS THROUGHOUT	
	3d. Collaborate with IECMH Coordinator for PF related to SE development.			
	3e. Develop SSIP activities related to SE learning, EC mental health, coaching, and natural learning environments.	Participate in and co-facilitate SSIP leadership teams, workgroups and activities: <ul style="list-style-type: none"> <li>• <i>Reflective Supervision</i></li> <li>• <i>Pyramid Model Framework</i></li> <li>• <i>Screening and Assessment</i></li> </ul>	<ul style="list-style-type: none"> <li>• RS Pilot: Surveys were disseminated in February and Focus Groups began in May. Data collection will be completed by end of Summer 2025</li> <li>• PMF: Facilitated topical workshop, added resources</li> <li>• S&amp;A: Submitted recommendations (chart and guiding questions) from Related Factors work group to Part C State office.</li> </ul>	
		Collaborate with IECMH Coordinator on podcast, <i>Meaningful Moments</i>	RELEASED <u>EPISODE</u> : EMBRACING CALM & JOY: STRATEGIES FOR FAMILIES & PRACTITIONERS DURING THE HOLIDAYS	

		Collaborate with IECMH Coordinator for SE-related PD (ToT, conference session, etc.)	IECMH COORDINATOR CO-PRESENTED AT MAY ToT AND WILL CO-PRESENT JUNE ToT  VEIPD WILL PRESENT AT IECMH CONFERENCE MAY 2025	
		Develop and launch 5 videos in HeartWired series related to social-emotional topics TARGET: Fall 2025	TWO HEARTWIRED VIDEOS RELEASED: THE PYRAMID MODEL: WHAT IS IT? & STANDING UNITED: PREVENTING SUSPENSION & EXPULSION IN EARLY CHILDHOOD	
		Facilitate two 4-week Growing Brain short courses focused on social emotional development TARGET: Two sessions Spring 2025	COMPLETED: FEB/MARCH 2025, APRIL/MAY 2025	
		Develop and provide two ElevatED EI Workshops on Pyramid Model Framework (PMF) and Tier-2 Targeted Social Emotional Supports  TARGET PMF: January 2025 TARGET TIER 2: Fall 2025	COMPLETED PMF 1/23/25	
		Develop and launch IMH Mental Health Awareness Materials  <ul style="list-style-type: none"> <li>Adapt NYC SE Booklet to align with VA's SSIP TARGET: ONGOING. FY26</li> <li><del>Quick Reference Guide Family Outcomes on IFSP</del> TARGET: Fall 2025</li> </ul>	<ul style="list-style-type: none"> <li>WORKGROUP TO ADAPT NYC SE BOOKLET CONTINUES.</li> <li>CANCELLED; FUNDER PRIORITY CHANGE</li> </ul>	

		<ul style="list-style-type: none"> <li>Quick Reference Guide-Pyramid Model Framework TARGET: Spring 2025</li> <li>Suspension/Expulsion Information Packet TARGET: June 2025</li> </ul>	<ul style="list-style-type: none"> <li>COMPLETED: PMF Workgroup developed handouts posted on <a href="#">ITCVA</a></li> <li>WILL BE RELEASED AFTER JUNE ToT</li> </ul>	
		Develop short course on trauma-informed care for early interventionists TARGET: Fall 2025	SHORT COURSE UNDER DEVELOPMENT WITH CO-COLLABORATOR .	
<b>4. Coordinate Creating Connections to Shining Stars (CCSS)</b>	4a. Coordinate, collaborate, and co-facilitate CCSS including but not limited to pre-conference planning, event logistics, and registration needs.	Coordinate and collaborate as co-chair and committee members to plan for CCSS2026 (Note: 2025 will be a planning year)	CONTRACT NEGOTIATIONS UNDERWAY BETWEEN VCU AND HOTEL ROANOKE	
		Disseminate info about the conference via email, social media, etc.		
<b>5. Provide professional development activities and resources (webinars, mandatory SC training, short courses, LSM activities, etc)</b>	5a. Collaborate with ITCVA to determine PD activities to support practitioners' knowledge and skills re: use of EBPs.  5b. Revise and facilitate Kaleidoscope curriculum to include online, F2F components, and SC CoPs.  5c. Collaborate with LSMs and ITCVA staff during participation in virtual staff meetings.  5d. Develop and facilitate PD for SCs and service providers on specific topics of interest, including short course offerings.	Develop form/survey to solicit potential presenters and topics for PD initiatives	SOLICIT INPUT AFTER EVERY PD EVENT; DEVELOPING 1-PAGE INQUIRY SURVEY FOR POSSIBLE PRESENTERS AND TOPICS	
		Provide Talks on Tuesdays (max 9x) <u>Schedule:</u> <ul style="list-style-type: none"> <li>Nov - Gestalt Language Processing: What's the Buzz? (CFH)</li> <li><del>Dec - SKIP - funder approved</del></li> <li>Feb - Teaming During Assessment (LT)</li> <li>Mar/April - Feeding (LP)</li> <li>May/June - Addressing Suspension/Expulsion (LP, MC)</li> </ul>	<ul style="list-style-type: none"> <li>COMPLETE 11/12/24</li> <li>SKIP</li> <li>COMPLETE 2/4/25</li> <li>COMPLETE 3/4/25 &amp; 4/1/25</li> <li>1/2 COMPLETE 5/6/25</li> </ul>	

	5e. Work with VICC and others, including IHEs, at state, regional, and local levels to identify and coordinate PD activities across VA agencies.  5f. Coordinate EI/Preservice Consortium activities to share practices and strategies for workforce development.	• Sept/Oct - TBD		
		Launch Path 4-Vision within the Sensory Disabilities Learning Path TARGET: Summer 2025		
		Offer and evaluate two Kaleidoscope trainings (including training day and 3-month CoP) TARGET: Spring 2025 TARGET: Fall 2025	COMPLETED 3/25/25	
		Facilitate 3 SC Chats web discussions TARGET: Winter 2025 TARGET: Spring 2025 TARGET: Late Summer/Early Fall 2025	<ul style="list-style-type: none"> <li>COMPLETED 1/16/25</li> <li>CANCELLED-FUNDER DECISION</li> </ul>	
		Revise, if needed, Kaleidoscope curriculum	PER FUNDER, REVISED K PREREQUISITE REGISTRATION REQUIREMENTS	
		Revise, if needed, Dimensions curriculum		
		Provide one Dimensions short course TARGET: Spring 2025	SCHEDULED 5/16/25-6/27/25	
		Coordinate collaborative LSM/ITCVA virtual meetings TARGET: Per funder's schedule preference	MEETINGS HELD 12/12/24, 2/13/25, 4/10/25	
		Coordinate one in-person LSM/ITCVA working meeting TARGET: Spring 2025	COMPLETED 4/3/25	

		Coordinate EI Preservice Consortium meetings and activities to share practices and strategies for workforce development	<ul style="list-style-type: none"> <li>• <a href="#">CONSORTIUM</a> HAS MET MONTHLY NOV 2024-MAY 2025</li> <li>• COMPLETED FIRST LSM/CONSORTIUM COLLABORATIVE MEETING (VIRTUAL) 4/16/25</li> <li>• ARTICLE, <a href="#">SUCCESSFUL STUDENT FIELD PLACEMENTS IN EARLY INTERVENTION: GUIDANCE FROM EI PROGRAM MANAGERS</a>, PUBLISHED MARCH 2025</li> <li>• SUBMITTED DEC CONFERENCE PROPOSAL</li> <li>• SUBMITTED ASHA CONFERENCE PROPOSAL</li> <li>• INITIATED AN AI RESEARCH PROJECT</li> </ul>	
		Collaborate with faculty on resources and activities to support EI-related course content	CONSORTIUM IS TRACKING UNIVERSITIES AND FACULTY USING EI CERT MODULES	
		Develop enhanced interactive map to support practicum placements <b>TARGET: Fall 2025</b>		

		Co-Principal Investigate OSEP-funded AA-Preservice grant with EI Preservice Consortium members	<ul style="list-style-type: none"> <li>• <a href="#">WORKFORCE READY WEBSITE</a> LAUNCHED AND MAINTAINED</li> <li>• BIMONTHLY NEWSLETTERS SHARED WITH FACULTY AND PARTNERS</li> <li>• 2020 <i>WORKFORCE READY</i> INSTITUTE HELD 4/30/25-5/1/25</li> </ul>	
<b>6. Maintain &amp; Update Online Resources (VEIPD Center site, certification modules, blog, social media, etc)</b>	6a. Update, refine, and implement web-based modules and other digital products on VEIPD Center, addressing key areas of need.	VEIPD Center migration to VCU T4 <b>TARGET: Summer 2025</b>	<ul style="list-style-type: none"> <li>• ACCESSIBILITY STREAMLINED AND IMPROVED</li> <li>• ESTIMATED LAUNCH JULY 2025</li> <li>• RESOURCES USED BY OTHER ORGANIZATIONS WILL STILL BE OPERATIONAL EVEN AFTER TRANSITION</li> <li>• MORE VCU-STANDARDS COMPLIANT</li> </ul>	
	6b. Maintain and update online resources (VEIPD Center, blog, social media)			
	6c. Maintain and analyze websites, databases, Learning Experience Platforms, Moodle, Canvas, and application to keep content and security up-to-date.			
	6d. Canvas Implementation: migrate Moodle courses to Canvas, build final course quizzes, perform multi-phase testing in Canvas, and execute Canvas launch.			
		Maintain and analyze all websites, databases, learning experience platforms (LXP), Moodle and Canvas, and applications to keep content and security up-to-date	<ul style="list-style-type: none"> <li>• WEBSITES AND DATABASES UP TO DATE</li> </ul>	
		Migrate Moodle to Canvas and execute Canvas full implementation <b>TARGET: Summer 2025</b>	<ul style="list-style-type: none"> <li>• CANVAS IN SOFT LAUNCH PHASE</li> <li>• MIGRATION COMPLETE</li> <li>• ON SCHEDULE FOR SUMMER 2025 HARD LAUNCH</li> </ul>	



		Maintain social media presence sharing information and new resources	<ul style="list-style-type: none"> <li>• TOTAL SOCIAL MEDIA FOLLOWING: 2,500+ ACROSS FACEBOOK, INSTAGRAM, LINKEDIN, AND TWITTER</li> <li>• LAUNCHED FOUR-WEEK SOCIAL MEDIA CAMPAIGN MAY 2025</li> </ul>	
		Implement SMS communication plan to supplement social media and email communication	COMPLETED: SMS PLAN LAUNCHED WINTER 2025	
		Maintain processes for posting videos, including conventions for naming, description, tagging, captioning, title cards, playlists, using the video log, etc	YOUTUBE PUBLISHING POLICY REMAINS CONSISTENT. VIDEOS ARE EASILY FINDABLE WITH METADATA AND ARE INTERLINKED WITH RELATED CONTENT	
		Rebrand and relaunch blog site TARGET: Fall 2025	<ul style="list-style-type: none"> <li>• VCU WORDPRESS SITE CREATED</li> <li>• NEW BRANDING IN THE WORKS</li> <li>• PROJECT MEETINGS REGARDING DESIGN AND CONTENT: ONGOING</li> <li>• PLAN CREATED FOR SUNSETTING CURRENT BLOG</li> </ul>	
		Review EI certification modules following any Practice Manual revisions and edit as needed	ONGOING	
		Revise components of <i>Responsibilities of Early Intervention Practitioners</i> (certification module: <ul style="list-style-type: none"> <li>• Abuse and Neglect TARGET: Summer 2025</li> <li>• Safety TARGET: Summer 2025</li> <li>• Confidentiality and professional boundaries TARGET: Fall 2025</li> </ul>	<ul style="list-style-type: none"> <li>• ALL UNDER DEVELOPMENT</li> </ul>	

		<ul style="list-style-type: none"> <li>Contact note documentation <b>TARGET: Fall 2025</b></li> </ul> <p><i>[Note: Teaming and Collaboration module revised FY24 Note: Procedural Safeguard module revised FY23]</i></p>		
		<p>Complete revision and launch Overview: Mission and Key Principles of EI <b>TARGET: Summer 2025</b></p>	SOFT LAUNCH EXPECTED JUNE 2025	
		<p><del>Review Coaching Facilitation Guide and materials for any needed revisions or updates.</del> <del>TARGET: Summer 2025</del></p>	<ul style="list-style-type: none"> <li>CANCELLED; FUNDER PRIORITY CHANGE</li> </ul>	
		<p>Add new resources (<i>Learning Bytes, Learning Paths, handouts, Resource Pop-Ups, etc.</i>) as relevant</p>	<ul style="list-style-type: none"> <li><a href="#">OBJECT AFFORDANCES: PARENTS VERSION</a></li> <li><a href="#">OBJECT PERMANENCE: PARENTS VERSION</a></li> <li><a href="#">CAUSE AND EFFECT: PARENTS VERSION</a></li> </ul>	