

Waterbury Community Youth Plan – 3 Years Year One - 2005-2006

Goal: To provide Waterbury youth and families with opportunities for positive youth development and growth through collaborative community efforts.

<i>Objective</i>	<i>Strategies</i>	<i>Projected Timeframe</i>
I. Conduct Needs Assessment	<input checked="" type="checkbox"/> Conduct Focus Group meetings with youth ages 13-17 <input checked="" type="checkbox"/> Conduct stakeholder meeting with CBO's, Education Dept., and City staff <input checked="" type="checkbox"/> Compile a list of youth issues from all sources <input checked="" type="checkbox"/> Prioritize top three issues for PPB to address in 2005-2006 <input checked="" type="checkbox"/> Survey all public, parochial, and private school students, grades 8-12 <input type="checkbox"/> Compile and analyze survey results <input checked="" type="checkbox"/> Identify additional/continued needs assessment that may be necessary <ul style="list-style-type: none"> - focus groups with students, educators, youth service providers - surveys - stakeholders meetings - community forum <input checked="" type="checkbox"/> Identify additional needs assessments to be conducted <input type="checkbox"/> Conduct additional needs assessment <input checked="" type="checkbox"/> Review quarterly reports from committees/task groups to inform Community Youth Planning	<p>July 2005</p> <p>August 2005</p> <p>August 2005</p> <p>August 2005</p> <p>Sept./Oct. 2005</p> <p>Dec.'05 – Mar.'06</p> <p>Feb. – Mar. 2006</p> <p>Jan. – May 2006</p> <p>April-early Jun '06</p> <p>Beginning Jan.'06 / ongoing</p>
II. Solidify Structure of Waterbury PPB	<input checked="" type="checkbox"/> Establish Executive Committee to steer PPB <input checked="" type="checkbox"/> Align PPB Committees and Task Groups into organizational structure (see graphic) <input checked="" type="checkbox"/> Invite and accept M.E.A.N. Initiative as a PPB Committee <input checked="" type="checkbox"/> Establish quarterly meetings of Executive Committee and Committee/Task Group Chairs <input checked="" type="checkbox"/> Establish common quarterly reporting requirement for all PPB Committees/Task Groups	<p>Aug. 2005</p> <p>Oct./Dec. 2005</p> <p>Nov./Dec. 2005</p> <p>Dec. 2005</p> <p>Dec. 2005</p>

	<input checked="" type="checkbox"/> Executive Committee established as a support for all committees/task groups <input checked="" type="checkbox"/> Promote Collaborative efforts among PPB members <input checked="" type="checkbox"/> Facilitate Grant writing on behalf of collaborative (PPB) <input checked="" type="checkbox"/> Facilitate sharing of resources among members through regular dialogue at meetings <input checked="" type="checkbox"/> Create By-Laws for PPB/Adopt By-Laws by consensus <input checked="" type="checkbox"/> Establish Membership Drive and Election schedule	Dec. 2005 Ongoing Ongoing Oct.'05-Mar.06 June 2006
III. Refine Waterbury Community Youth Plan (WCYP)	<input checked="" type="checkbox"/> Consider affiliation with State and/or National Projects whose mission is consistent with the mission of the Waterbury PPB <input checked="" type="checkbox"/> Further develop WCYP to include objectives and strategies consistent with the results of needs assessments and the work of committees and task groups	Jan.–May 2006 April-June 2006
IV. Conduct Activities Consistent with Needs Assessment and PPB Priorities	<input checked="" type="checkbox"/> Establish task groups for each priority to review each priority issue and recommend appropriate activities for PPB <input checked="" type="checkbox"/> Recruit community members with expertise in various areas to serve on task groups <input checked="" type="checkbox"/> Conduct activities recommended by committees/task groups and approved by PPB <ul style="list-style-type: none"> - schedule and conduct committee level events pertaining to 05-06 priorities and standing programs - schedule and conduct PPB events pertaining to 05-06 priorities and standing programs <input type="checkbox"/> Review WCYP summary with Mayor and Mayor’s Staff <input type="checkbox"/> Disseminate WCYP summary to Board of Aldermen, local Legislators, local funders, public (businesses, individuals) <input checked="" type="checkbox"/> Identify activities to be continued or scheduled during next program year (7/1/06 – 6/30/07) <input checked="" type="checkbox"/> Identify additional or new activities related to this year’s work that should be considered in the next program year	Nov. 2005 Nov./Dec.2005 Feb. June ‘06 Mar. 2006 Mar. 2006 June 2006

V. Year-End Review	<input checked="" type="checkbox"/> IR to prepare Annual Report concerning the work of the PPB, its committees/task groups, based upon the Waterbury Community Youth Plan	July 2006
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Year One – YDAC

<i>Objective</i>	<i>Action Taken/Planned</i>	<i>Projected Timeframe</i>
VI. To Increase Visibility in the Community by Hosting One Major Special Event	<input checked="" type="checkbox"/> Host <i>Lights On! Afterschool</i> at Brass Mill Mall with JC Penney and funding from Anderson Boys Club <input checked="" type="checkbox"/> Conduct Planning for <i>Lights On! After school</i> event for October 2006	8/05 – 10/05 Feb. – June ‘06
VII. To Form City-wide Youth Council with Support from Waterbury PPB	<input checked="" type="checkbox"/> Surveys of youth at schools <input checked="" type="checkbox"/> Interest meeting for youth <input checked="" type="checkbox"/> Brainstorming retreat for youth <input type="checkbox"/> Traditional Youth Council Meeting - form committees based on needs surveys and retreats	9/05 – 12/05, ongoing
VIII. To Complete the Youth Servicing Directory as a Comprehensive Listing	<input checked="" type="checkbox"/> Email/mail intake/info forms to agencies <input checked="" type="checkbox"/> Send Draft Directory and Completed Directory to agencies <input checked="" type="checkbox"/> Phone calls to compile directory info <input checked="" type="checkbox"/> Provide for on-going updates of Directory	9/05 – 12/05
IX. Develop Constitution and/or By-Laws for Youth Council	<input checked="" type="checkbox"/> Youth Council regular meetings and committee meetings	1/06 – 3/06
X. Increase Advocacy Related to Youth and Families	<input checked="" type="checkbox"/> Provide training, present speakers for YDAC meetings, gather and distribute information	1/06 – 3/06

Year One – Sustainability Committee

<i>Objective</i>	<i>Action Taken/Planned</i>	<i>Projected Timeframe</i>
XI. Sustain 21st CCLC and YouthNet Programs for 2005-06 and Develop a Sustainability Plan for YouthNet and 21st CCLC Programs for 2006-2007 and Beyond	<input checked="" type="checkbox"/> Confirm continued after school funding from State Department of Education, Waterbury Board of Education, CT Community Foundation, and United Way for 2005-2006 <input checked="" type="checkbox"/> Reconvene Sustainability Committee <input checked="" type="checkbox"/> Identify Action Plan strategies that are complete and those to be addressed	9/10 – 12/05
XII. Seek Grant Funding to Sustain and Expand Waterbury After School Programs	<input type="checkbox"/> Create “template” or “boiler plate” document to be used for grant seeking by the collaborative <input checked="" type="checkbox"/> Draft and submit small grants applications <input checked="" type="checkbox"/> Secure funding for/hire grants writer	9/05 – 6/06 On going 9/05 – 6/06
XIII. Develop and Conduct one Special Event to Raise Awareness and Funds for After School Programs	<input type="checkbox"/> Plan fundraising event to coincide with <i>Lights On! Afterschool</i> in October 2006 <input type="checkbox"/> Conduct Special Event	1/06 – 9/06 10/06
XIV. Advocate with Local Officials and State and National Representatives for Increased Funding for After School Programs for Waterbury Youth	<input checked="" type="checkbox"/> Create and take advantage of multiple opportunities to increase awareness of need for funding	1/06 – 6/06

Year One – Family Involvement Task Group

<i>Objective</i>	<i>Action Taken/Planned</i>	<i>Projected Timeframe</i>
XV. Assess Needs and Barriers to Family Involvement in After School and out of School Efforts	<input checked="" type="checkbox"/> Conduct initial task group meeting	12/05
	<input type="checkbox"/> Review summary results of Waterbury Public Schools Parent Survey conducted in Fall 2005	1/06 – 3/06
	<input checked="" type="checkbox"/> Gather information concerning needs of families and existing resources	1/06 – 6/06
	<input checked="" type="checkbox"/> Consider transportation, family schedules, attitudes of after school staff	
XVI. Increase Family Involvement with Youth	<input checked="" type="checkbox"/> Examine successful models of Family Involvement	
	<input checked="" type="checkbox"/> Develop Family Involvement Activities	
	<input type="checkbox"/> Field test Family Involvement Activities	
	<input type="checkbox"/> Field test Family Involvement Activities at after school sites	
	<input checked="" type="checkbox"/> Create series of activities family members can do with children at home	

Year One – Training Youth as Mentors Task Group

<i>Objective</i>	<i>Action Taken/Planned</i>	<i>Projected Timeframe</i>
XX. Create Directory of Mentor Training Programs	<input checked="" type="checkbox"/> Collect program and contact info about existing Mentor Training Programs	1/06 – 3/06
	<input checked="" type="checkbox"/> Create a comprehensive Directory of Mentor Programs and Mentor Training	3/03-6/06
XXI. Develop Customized Mentor Training Modules for Youth	<input checked="" type="checkbox"/> Develop/compile curriculum and staff list for Mentor Training that could be provided to interested Waterbury youth	3/06 – 6/06
XXII. Conduct Mentor Recruitment and Mentor Training Activities	<input checked="" type="checkbox"/> Identify Organizations involved in Mentoring and Mentor Training	3/06 – 8/06
	<input checked="" type="checkbox"/> Collaborate with identified stakeholders and partners	
	<input checked="" type="checkbox"/> Publicize Mentoring and Mentor Training Opportunities	
	<input checked="" type="checkbox"/> Recruit Mentors, including Teens	
	<input checked="" type="checkbox"/> Conduct Mentor Recruitment (including teens) events	

	<input type="checkbox"/> Develop Mentor Training schedule <input type="checkbox"/> Evaluate Mentor Recruitment/Mentor Training Event(s)	
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Year One – Mayor’s Taskforce on Substance Abuse

<i>Objective</i>	<i>Action Taken/Planned</i>	<i>Projected Timeframe</i>
XXIII. Conduct Red-Ribbon Campaign	<input checked="" type="checkbox"/> Task Force Committee to conduct schools anti-drug campaign	12/05 – 1/06
	<input checked="" type="checkbox"/> Assess Red Ribbon program rules and recommend revisions	2/06 – 3/06
XXIV. Print and Distribute Updated Crisis Contact Cards for Youth	<input checked="" type="checkbox"/> Collect updated names and contact numbers	12/05 – 3/06
	<input checked="" type="checkbox"/> Collect additional names and contact numbers appropriate for cards	
	<input type="checkbox"/> Print cards	
	<input type="checkbox"/> Distribute cards - possible connection with family involvement committee work	
XXV. Conduct Awareness Program for 5th Grade Students	<input checked="" type="checkbox"/> Organize speaker, location, transportation for 5 th grade students at all public and non-public schools in Waterbury	1/06 – 4/06

Year One – M.E.A.N. Initiative

<i>Objective</i>	<i>Action Taken/Planned</i>	<i>Projected Timeframe</i>
XXVI. Reorganize and Restructure M.E.A.N. and M.E.A.N. Board of Directors	<input checked="" type="checkbox"/> Convene Bd. Of Directors and take vote to revitalize M.E.A.N.	11/05
	<input checked="" type="checkbox"/> Elect Interim Chairperson	11/05
	<input checked="" type="checkbox"/> Work in subcommittees to determine and take steps necessary to reactivate critical aspects of the organization including state filings, bank accounts, tax filings, insurance coverage	1/06 – 6/06
	<input type="checkbox"/> Revise by-laws	1/06 – 6/06

XXVII. Affiliate with Waterbury PPB	<input checked="" type="checkbox"/> Board of Directors vote to affiliate with PPB <input checked="" type="checkbox"/> Regular representation at PPB meetings from MEAN <input type="checkbox"/> Collaborate on PPB activities and initiatives	11/05 12/05 – 6/06 3/06 – 6/06
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