

**WEBINAR RESOURCE PACKET**

Webinar 8: February 28; 2:00pm PST

Link: <https://event.on24.com/wcc/r/1608211/1021310BF31EA7E670B48F79C41F17AA>
Contact: CalWORKs2.0@gmail.com

**PREPARATION CHECKLIST**

**PRINT RESOURCE PACKET**

This webinar is designed to be highly participatory. For optimal engagement, download and print this resource packet before the webinar. Have the hard copy in front of you with a pen in hand.

**PRE-WEBINAR TASKS**

You will invest a full hour of your time by participating in this webinar. To get the most from your investment, before the webinar:

* View the ["Using a Road Test to Improve Human Services" webinar](http://event.on24.com/wcc/r/1581982/B205226A206E9A287A89D603DFEBFFA9), which covers the basics of road tests.

**PREPARE YOUR LEARNING ENVIRONMENT**

If we were in person, we’d take great care to provide an optimal physical learning environment. We invite you to create a comfortable space for yourself—grab a snack and cup of coffee, a highlighter, scratch paper to doodle on … whatever helps you to learn best!

**MUTUAL ACCOUNTABILITY**

As your facilitators, we are committed to meeting your learning needs throughout this webinar. Our expectation is that you will be available to participate and engage with us during the hour.

**LOG IN AND CONNECT**

Plan to join us 10 minutes before the webinar begins to test your equipment and settle into our virtual learning space.



**Webinar 8: Planning and Implementing a Road Test**

**The designers and facilitators of this webinar are:**

Lindsay Cattell, Mathematica Policy Research

Veronica Rodriguez, Fresno County Department of Social Services

Stephanie Oakley, Fresno County Department of Social Services

**Intent for Webinar 8**

Our intent is for staff from counties who are interested in or are ready to begin "road testing" the CalWORKs 2.0 tools and strategies to leave the webinar with initial plans for their road test.

**Achievements: During the webinar we will:**

* Begin planning for a road test in your county
* Learn about Fresno’s road test experience
* Learn about the supports that will be available to counties that conduct road tests

**Before the webinar**

To get started thinking about where to do a road test, take a few minutes to think about a program area that you would like to focus on during the webinar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**During the webinar**

Fill out the road test work plan template (see below) as we go through it during the webinar.

**WORK PLAN TEMPLATE**

A “road test” is a systematic approach to gathering feedback from staff and clients about the new tools and strategies. The purpose of the road test is to understand what is working well and what is not. A typical road test cycle will involve 3-4 staff working with 5-10 clients each for 4-6 weeks. Feedback will be gathered along the way and analyzed to identify promising practices and targeted adjustments. Based on feedback, tools and processes will be refined, then tested again through future road test cycles.

Detailed description of tools or strategies

This table describes which tools or strategies we will integrate into our program during the road test, how and when the integration will happen, and who will be involved. It also lists next steps.

|  | Tool #1 | Tool #2 | Tool #3 | Strategy #1 | Strategy #2 | Strategy #3 |
| --- | --- | --- | --- | --- | --- | --- |
| What  |  |  |  |  |  |  |
| When |   |   |  |  |  |  |
| Who- Staff and clients |  |  |  |  |  |  |
| How |  |  |  |   |  |  |
| Next steps |  |  |  |   |  |  |

Learning Questions

The learning questions describe what we want to learn from the road test.

|  |
| --- |
| Our learning questions |
| #1:  |
| #2: |
| #3: |
| #4: |
| #5: |

Schedule

Fill in the schedule below based on your responses to these questions:

* How much time will we need to plan and prepare for the road test?
* How much time do we need to train staff?
* How much time do we need to test our strategies or tools?
* When do we want to start the road test?
* How much time do we want to have between learning cycles? How much time do we need to analyze the data?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Road Test Schedule | Month 1 | Month 2 | Month 3 | Month 4  | Month 5  |
| Example Task 1 | **Meeting 1** |  | **Meeting 2** |  |  |
| Example Task 1 |  | **Task- ongoing**  |  | **Task-once a week** |  |
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Data Collection Plan

Use this space to jot down notes about what data you want, who can answer your learning questions and which methods might make sense for your county.

When prompted during the webinar, fill in this table below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Data Collection Method | When will it be collected? | How will the data be collected? | Who will collect the data from the respondent? | Who will store the data/how will it be stored? | Who will do the data entry? |
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