

NCO Carers Training

BME Development Plan

Project Aim

To develop a range of training opportunities in partnership with the voluntary and statutory sectors for Black and Minority Ethnic (BME) carers which address the specific needs of their caring situation

Project Objectives

- *To identify geographic locus', communities of interest and partner organisations (statutory and voluntary) for the development and delivery of carer training*
- *To work in partnership with social work teams, community organisations (where available), BME individuals (community leaders and others persons of influence) and mainstream providers to identify potential beneficiaries*
- *To evaluate current capacity of partner organisations to develop and deliver training*
- *To respond to the support and capacity building needs of partner organisations to develop and deliver training for BME carers*
- *To work jointly with partner organisations to develop and deliver training opportunities in response to identified need*
- *To evaluate the effectiveness of the approach developed by the project to inform future developments*

Project Components

1. *The identification of partnership sites based on criteria established by the project*
2. *The development of an appropriate outreach strategy for each of the partnership sites based on local circumstances and requirements*
3. *The development of a group of BME carers as recipients of training and a focus for ongoing work*
4. *The development and delivery of training to partner organisations to build internal capacity to effectively deliver courses*
5. *The provision of ongoing support to partners (carer groups and organisations) during the live of the project*
6. *The development of appropriate monitoring, evaluation and reporting structures to ensure the work and the outcomes of the project are documented to inform and influence future developments*

Project Component 1

<i>The identification of partnership sites based on criteria established by the project (working with existing contacts and networks)</i>			
Output	Actions	Anticipated Impact	Monitoring
<i>What will be produced by actions within this sphere of activity</i>	<i>What needs to happen to achieve the project component</i>	<i>The effects which can be measured within a given timescale</i>	<i>How will the impact be measured</i>
Increased knowledge of the work of the project Partner organisations confirmed 7 meetings: April 2008	Meetings set up with member organisations of the BME Carers Workers Alliance (3 local authority areas/7 organisations)	Number of partner organisations confirmed	Meeting recording and feedback forms
Joint working agreements in place April 2008	Joint working agreement developed	Number of joint working agreements confirmed	Production of joint working agreement between project and partner organisation Adherence to joint working agreement Effectiveness of joint working agreement
Year 1 workplan April/May 2008	Workplan developed and agreed between project officer and partner organisation/s	Number of workplans agreed	Production of joint workplan between project and partner Adherence to joint work plan Effectiveness of joint work plan
<i>The identification of partnership sites based on criteria established by the project (rural/semi-rural local authority as second partnership site)</i>			
Measurement tool April/May 2008	Establish baseline criteria to evaluate potential partnership sites against	Baseline criteria established	Production of baseline criteria
Greater knowledge of local environment and capacity to engage with project – environmental audit available Shortlist of potential partnership sites	Identify potential partnership sites through environmental scan	Number of potential partnership sites identified	Production of environmental audit

April/May 2008			
Final partnership site confirmed May 2008	Set up joint and/or individual meetings with stakeholders in potential partnership sites (local authority lead officers, key persons of influence/ community groups within BME communities & mainstream carer support organisations)	Number of meetings confirmed Attendance at meetings Extent of support for project	Meeting recording and feedback forms
Local joint action plan May 2008	Agree input of project into partnership site	Focus for developing training opportunities for BME carers in partnership site	Monitoring of progress against joint action plan

Project Component 2

<i>The development of an appropriate outreach strategy for each of the partnership sites based on local circumstances and requirements (working with existing contacts and networks)</i>			
Output	Actions	Anticipated Impact	Monitoring
<i>What will be produced by actions within this sphere of activity</i>	<i>What needs to happen to achieve the project component</i>	<i>The effects which can be measured within a given timescale</i>	<i>How will the impact be measured</i>
Outreach strategy Database of potential beneficiaries June 2008	Utilise existing networks of partner organisations to promote the work of the project and identify potential beneficiaries	Number of potential beneficiaries identified	Monitoring against year 1 workplan Number of group carer/worker meetings attended Evidence of level of interest amongst potential beneficiaries – ‘contact’ forms
Outreach strategy Database of trainers/educators June 2008	Utilise existing networks of partner organisations to promote the work of the project and identify providers as trainers/educators	Number of potential trainers/educators identified	Monitoring against year 1 workplan Number of meetings/discussions attended Requests for additional information Evidence of level of interest amongst providers to act as trainers/educators – ‘contact’ forms
<i>The development of an appropriate outreach strategy for each of the partnership sites based on local circumstances and requirements (second partnership site)</i>			
Community ‘mapping’ document June 2008	Conduct community mapping exercise to identify geographical locus of BME communities, community groups and persons of influence	Progress in meeting targets set out in local action plan Outcomes to inform outreach strategy	Monitoring against joint local action plan
Project outreach strategy Database of key contacts	Develop and implement project outreach strategy based on outcomes of community mapping exercise	Increase in knowledge of work of project Number of potential beneficiaries identified	Monitoring against joint action plan Number of community meetings/events organised, attendance

June/July 2008			numbers, contact forms completed Inclusion of 'how did you hear of us' question in individual user form
Full range of project publicity materials in appropriate formats/languages June/July 2008	Develop project publicity material to support outreach strategy	Increase in levels of awareness of project	Monitoring of distribution of publicity materials Inclusion of 'how did you hear of us' question in individual user form
Supplementary outreach strategy developed and implemented Database of key contacts June/July 2008	Develop and implement supplementary outreach strategy aimed at statutory and voluntary sector organisations	Increase in knowledge of work of project Number of potential trainers/educators identified	Monitoring against joint action plan Number of professional meetings/events attended, articles written, contact forms

Project Component 3

<i>The development of a group of BME carers as recipients of training and a focus for ongoing work ((working with existing contacts and networks)</i>			
Output	Actions	Anticipated Impact	Monitoring
<i>What will be produced by actions within this sphere of activity</i>	<i>What needs to happen to achieve the project component</i>	<i>The effects which can be measured within a given timescale</i>	<i>How will the impact be measured</i>
Training Plan based on identified need July/August 2008	Implement consultation process to identify training needs of BME carers with local partner organisation/s	Involvement of beneficiaries in consultation process Increased knowledge of training needs of local BME carers	Extent of involvement in consultation process Development and implementation of training plan
Maximum of 2 courses per local partner (10 – 12 courses run) August 2008 – March 2009	Develop and deliver a range of training and learning opportunities for BME carers jointly with local partners	Enhancement of practical skills utilised in individual caring situation Greater knowledge of support services Increase in number and scope of educational activities available to BME carers Participation of providers as trainers/educators	Uptake of places Course/workshop evaluation forms – carers and trainers Follow-up forms Requests for additional activities
<i>The development of a group of BME carers as recipients of training and a focus for ongoing work (second partnership site)</i>			
Group established 8 – 10 participants meeting monthly August 2008 – March 2009	Undertake range of activities to promote and build group identity	Involvement of beneficiaries in group activities Evidence of reduction in isolation and increase in peer support	Levels of attendance Participation in group activities Individual and group evaluations
Training Plan based on identified need September 2008	Implement consultation process to identify training needs of local BME carers	Involvement of beneficiaries in consultation process Increased knowledge of training needs of local BME carers	Extent of involvement in consultation process Development and implementation of training plan

<p>Provision of training opportunities for BME carers – 4 courses anticipated</p> <p>October 2008 onwards</p>	<p>Develop and deliver a range of training and learning opportunities for BME carers jointly with local partners</p>	<p>Enhancement of practical skills utilised in individual caring situation</p> <p>Greater knowledge of support services</p> <p>Increase in number and scope of educational activities available to BME carers</p> <p>Participation of providers as trainers/educators</p>	<p>Uptake of places</p> <p>Course/workshop evaluation forms – participants & trainers</p> <p>Follow-up forms</p> <p>Requests for additional activities</p>
<p>Recognised focus for BME carer consultation</p> <p>October 2008 onwards</p>	<p>Link group into, and provide support to, participate in appropriate planning and consultation structures</p>	<p>Evidence of involvement of group in key decision making processes</p>	<p>Number of responses sought and made by group to consultation exercises</p> <p>Policy 'scan' post consultation</p>

Project Component 4

<i>The development and delivery of training to partner organisations to build internal capacity to effectively deliver courses (all partners)</i>			
Output	Actions	Anticipated Impact	Monitoring
<i>What will be produced by actions within this sphere of activity</i>	<i>What needs to happen to achieve the project component</i>	<i>The effects which can be measured within a given timescale</i>	<i>How will the impact be measured</i>
Training Plan September 2008	Identify training and capacity building needs of partners	Increased knowledge of training/capacity building needs of partners	Development and implementation of training plan
Training programme October 2008 onwards	Provide training (with local partners/external agencies where appropriate) to meet identified need – minimum requirement 'how to work effectively with interpreters'	Increase in number of statutory and voluntary sector staff 'skilled up' to deliver courses/training opportunities to BME carers	Uptake of courses Course evaluation forms Follow up evaluation

Project Component 5

<i>The provision of ongoing support to partners (carers groups and organisations) during the life of the project</i>			
Output	Actions	Anticipated Impact	Monitoring
<i>What will be produced by actions within this sphere of activity</i>	<i>What needs to happen to achieve the project component</i>	<i>The effects which can be measured within a given timescale</i>	<i>How will the impact be measured</i>
Support Agreement June 2008	Negotiate support package between local BME carers workers/ organisations and statutory partners in first partnership sites	Increase in confidence of statutory partners	Extent of support provided External project evaluation
Support Agreement May 2008	Provide ongoing support to partners in second partnership site	Increase in confidence of statutory and voluntary sector partners	Extent of support provided External project evaluation

Project Component 6

<i>The development of appropriate monitoring, evaluation and reporting structures to ensure the work and outcomes of the project are documented to inform and influence future developments (all partnership sites)</i>			
Output	Actions	Anticipated Impact	Monitoring
<i>What will be produced by actions within this sphere of activity</i>	<i>What needs to happen to achieve the project component</i>	<i>The effects which can be measured within a given timescale</i>	<i>How will the impact be measured</i>
Monitoring, evaluation and reporting framework April/May2008	Clarify information to be collected throughout life of project to inform full external evaluation at the end of the grant	Clarity of information to be gathered	Monitoring and evaluation systems/ procedures in place and operational
Evidence of work of project and its outcomes May/June 2008	Implement monitoring, evaluation and reporting framework	Information collection routinely gathered and analysed	Course evaluations Effectiveness of joint working agreements, support agreements, training plans and local action plan Input into external evaluation

Outcomes

<ul style="list-style-type: none"> ▪ <i>Increased access to training and education opportunities for BME carers in partnership sites</i> ▪ <i>Increased awareness and knowledge of services and entitlements for BME carers in partnership sites</i> ▪ <i>Increased confidence in accessing mainstream carer support services for BME carers</i> ▪ <i>Increased opportunities to participate in broader consultation processes</i> ▪ <i>Increased confidence and capacity of mainstream carer support agencies to engage with BME carers in partnership sites</i> ▪ <i>Increased confidence and capacity of statutory sector providers to engage with BME carers in partnership sites</i> ▪ <i>Increased knowledge and links with BME communities in partnership sites</i> ▪ <i>Increased opportunities for broader involvement of BME carers in ongoing consultation and involvement work</i> ▪ <i>Increased opportunities for transferable learning</i>
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