

Alberta CAPC CPNP Coalition Strategic Plan

April 2022 to March 2025

Vision/Mission

Vision: HEALTHY BABIES, CHILDREN AND FAMILIES IN SUPPORTIVE COMMUNITIES

Mission: The Alberta CAPC CPNP Coalition is a network of CAPC CPNP projects committed to collective actions and effective partnerships to ensure healthy outcomes for babies, children and their families.

Belief Statement: All children and their families deserve the opportunity to achieve and maintain the best level of all aspects of health and well-being. The health and well-being of children and their families is determined by many factors. Successful prevention initiatives and continuing commitment to improving the lives of our children and their families requires a comprehensive integrated and united community response.

Guiding Principles



- Communication and participation for shared direction and plan of action are vital for the Coalition to be effective
- The Coalition's visibility is central to having impact and staying sustainable
- Coalition serves as an advocate on behalf of projects related to emerging issues and areas of common concern
- Projects have diverse opportunities to improve practice through peer mentorship and learning opportunities.
- Maximize our impact by carefully
- Stewarding and managing the resources entrusted to the Coalition

Strategic Goals



Strategic Initiatives



Maintain and Continue Coalition

- Convene CAPC/CPNP Coalition Board meetings and Sub-Committee meetings as required.
- Annual Review of roles and responsibilities of the Coalition Board and it's positions, the Zones, the sub-committees, PHAC representatives and any non-voting involved parties (e.g. sponsor, contracted, consultants)
- Coalition feedback is obtained periodically from members
- Promote the Coalition to current and potential key stakeholders and decision makers

Raise Coalition and Project profile at the community, provincial and national level.

- Build relationships with other organizations
- Develop and implement a Communication plan
- Participate in National CAPC/CPNP Networks as they arise
- Initiate opportunities for raising awareness of projects of the Coalition by the representations made through the local provincial and national levels as appropriate

Alberta CAPC/CPNP Coalition contributes to the advocacy and recognition or the value of CAPC and CPNP projects and their relevance.

- Respond to emerging issues
- Facilitate a process for knowledge translation

The Coalition supports projects provincially to enhance quality of practice

- The Coalition and its members are sensitive and responsive to support coalition members and projects in times of crisis or increased need during local, provincial & national crisis/emergency issues (ie: Covid Pandemic, Fort McMurray fires, High River flooding etc)
- Provide information to members regarding the Coalition and its activities
- Serve as a HUB for information sharing for Coalition members
- Identify and initiate learning opportunities among projects
- Identify opportunities for communication and collaboration.

Maintain Fiscal Responsibility

- We support APFA and Candora to secure funding through the Public Health Agency of Canada as per Federal funding cycle
- Provide oversight, guidance and monitoring of Coalition finances.
- Serve as a HUB for information sharing for Coalition members
- Identify and initiate learning opportunities among projects
- Identify opportunities for communication and collaboration.

Outcomes



- Coalition will seek creative ways to engage with each other, coalition members and stakeholders.
- Stakeholders are aware and informed of the Coalition's Alberta CACP-CPNP projects are recognized for their unique value.
- Projects have the skills, knowledge and competencies to provide quality programs and services that address the complex needs of families.
- Funds are responsibly managed and budgetary decisions are made in a timely and transparent manner.
- The Board is active and engaged. Terms of Reference, Roles and Responsibilities are reviewed and ratified.

Progress Indicators



- The Board is active and engaged. Terms of Reference, Roles and Responsibilities are reviewed and ratified.
- Coalition members indicate they feel involved and their contribution is incorporated into the ongoing growth and development of the coalition through the development and administering of surveys
- Opportunities to raise profile have been identified and Coalition representation and presence on key initiatives at local provincial and national level is evident (ie: JMC, EC Coalitions)
- Supporting resources are developed, maintained and distributed according to the Communication Plan
- Local and Community Support has been obtained to promote visibility of the projects
- Sub-committees assist Board in the development of consistent messages to respond to issues related to the work of the Coalition in a timely manner (ie: Impact Statement)
- Forums are provided to projects in the Coalition to receive and share relevant and up to date information, collection of asset inventory and to assist in the delivery of project's services
- Opportunities are provided to learn through Job Shadowing from existing best practices and programming
- Provision of opportunities to projects to access relevant training and knowledge through the Coalition Capacity Building Program
- Support projects to participate in training/ knowledge translation opportunities
- Coalition Coordinator provides timely updates to inform coalition members of training, best practices and current/new resources
- Annual ratification of funding allocations and priorities for the Coalition at the AGM
- Presentation of consolidated and detailed Budgets to the Coalition Board
- Bi-Monthly assessment of the budgets during Board Meetings
- Time limits are set for budget transfers
- Coalition Board Assesses and identifies Coalition funding needs for budget allocations
- Bankers from APFA and Candora submit reports per their respective Contribution Agreements to PHAC

Performance Measurement

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| <ul style="list-style-type: none"> • Coordinator compiles minutes of Board, Coalition and subcommittee meetings. • Minimum of 6 Board meetings yearly-inclusive of Board F2F • Representation reflective of membership from across the province for Board and Coalition Committees • AGM- approval and voting in of key positions • PHAC representation/ informed of ongoing developments documented through minutes and active participation • Individuals are identified for sub/standing committee and gathering of Committee annual reports/leadership • Annual Survey from coalition membership documenting involvement and satisfaction | <ul style="list-style-type: none"> • Coordinator and Project participation on committees/ areas of interest through stakeholder invitations (ie: AHS Maternal Nutrition, Committee Projects) • Invitations sent to stakeholders to participate in Face to Face and Zone calls • Impact statement is reviewed and updates as required • Impact Statement is shared with stakeholders as identified • Subcommittee to develop a communication plan and follow-up on website updates • Coordinator periodically attends the Joint Management Committee meetings as requested • Collection of information required through distribution of an annual survey. | <ul style="list-style-type: none"> • Emerging issues and areas of concern are determined through reporting or raised by members • Local and Community support is documented through an annual survey • Develop/flesh out survey on projects which indicate the types of opportunities available or used in the projects including an asset inventory of training available • Provincial network coalition meetings occur bimonthly with projects. (minutes, participation) | <ul style="list-style-type: none"> • Members provide feedback on areas of needs for training • Candora Community Capacity Report provides data on the training opportunities accessed by projects • Alberta Parenting for the Future provides information and reports on the projects applying for job shadowing opportunities, Project Visitation/Job Shadowing • Coalition Face to Face meetings allows opportunity to network/ build capacity/training / share or receive information on best practices of non- project initiatives ((AHS etc) • Project participation in Pilots such as AHS pre-natal Nutrition Tool and low literacy | <ul style="list-style-type: none"> • Budget Transfers are submitted in a timely manner and approved • Identified needs of Coalition/ Projects/Board members are addressed through budget re-allocations • APFA and Candora reports are submitted as per Contribution Agreement with PHAC |
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***Acronym Key:**

JMC – Joint Management Committee
 PHAC – Public Health Agency of Canada
 CPC – Community Parenting Coalitions
 F2F – Face to Face

AHS – Alberta Health Services
 EC Coalitions – Early Childhood Coalitions
 CPNP – Canada Prenatal Nutrition Program
 EDI – Early Development Instrument

APFA – Alberta Parenting for the Future Association
 CAPC – Community Action Program for Children
 CPPMT – Children’s Program Performance Measurement Tool

Strategic Plan: April 2022 - March 2025

Ratified: May 3, 2022

Mid-Term Eval: Sept 2023

Final Eval: March 2025