**SESSION #3 HOMEWORK: UCD Fundamentals**

1. CRAFTING YOUR THEORY OF CHANGE. Fill in what you ***observed*** (*aka the problem*). Then, make *any* adjustments to your “***I think it’s because*** . . . “ and “***So I plan to*** . . .”based on your process of But Why’s. *Remember*, your proposed intervention components need to connect back to the problem and why you think it is happening . . . what you think it contributing to it (otherwise, results are unlikely to change).

**Because** there is some evidence that this intervention affects why this is happening . . *. (“which will result in” coming in Session 4)*

So I plan to:

I think it’s because:

I observe that:

1. ESSENTIAL FUNCTIONS: Say more about the proposed intervention components of your “***So I plan to*** . . . “ The functions behind them are *NOT* the tasks or activities that you will do. Essential functions describe the active ingredients of your intervention and what doing them actually aims to accomplish related to the problem. They describe what must be present to say that “it” is happening. Essential Functions link back to some of your But Why’s.

For example, I plan to strengthen family engagement and support for parents of children entering care at age 2 years or less. *DELETE these sample details and complete the matrix based on your proposed intervention components.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Intervention Component** | **Essential Functions**  | **Whose behavior does this involve?** | **[*if you can . . . .* ]****What does this look like? What are people saying and doing when this component is in place?** |
| E.g., Outreach and Assessment | E.g. Immediacy | Case workerParent, Family members | First contact happens within 14 days |
|  | E.g., Tailored to parents of young children | Case worker | Use of revised forms? |
| E.g., Parent Partner | E.g., peer-to-peer | Parent Partner (PP)Case worker | Both attend visits, greet the parent/family.Time talking is split 60/40% (PP/worker).Both involved in checking for clarity, communicating next steps |
| E.g., Support for services | E.g., Intensive, then flexible | Parent PartnerCase workerService referral organization | Follow-up outreach and contact happens proactively every 7-10 days for first month.Then . . .  |
|  | E.g., Support in context | Parent PartnerCase worker | At least two contacts per month happen in person in the home |

1. **System Strengths and Needs** *(these may influence the ability of these core components to happen – at all, or to lesser or more extent)*

**What strengths already exist in the organization to support these components + essential functions?**

**What challenges and/or changes in the organization may be necessary to address in order to implement this?**