

First 5 Humboldt Playgroup Interim Report Requirements

For the July – December 2021 time period, due January, 2022

First 5 Humboldt has encouraged playgroups to explore new approaches to safely connecting with and supporting families during this pandemic. This Interim Report will help us document what your playgroup has been doing, how it's going, and any lessons learned. Thank you for your work on behalf of children and families.

INSTRUCTIONS:

Formatting:

- Please use the **underlined, bolded** portion of each question below as a heading for each section of your report. Please put each heading in bold at the beginning of each section. The sample report shows how the headings are used. If you have questions about these or any other forms, please contact the First 5 Humboldt office at first5humboldt@co.humboldt.ca.us OR the Program Evaluators at eval.first5humboldt@gmail.com.
- ***Attachment Submission:***
 - Please label each attachment at the top of the page. Please submit only attachments that support information documented in the report.
- ***Report Submission:***
 - Please email your report to first5humboldt@co.humboldt.ca.us and eval.first5humboldt@gmail.com.

Reports are due Monday 1/31/22. If you need more time, please email us at the addresses above and let us know when you will be able to submit your report.

I. Scope of Work:

Describe your activities during the period of July - December in a narrative format by reporting progress on the categories below (corresponding to this year's Scope of Work). This section is intended to be a short description of the work you have undertaken in these last six months.

You can summarize your activities under the specific categories listed below or write an overall description of your playgroup work over this period. If there was no work done on a particular numbered activity, write "N/A for this reporting period."

(N/A = Not Applicable)

1. **Providing internet-based opportunities for family support and connection.**
We had Zoom playgroup once a week from 9/1/21 until 12/10/21 for a total of 15 sessions (we took the week of Thanksgiving off). We had an average of 5 parents and 6 kids each week and did sing-alongs, crafts, storytelling, and dance, among other activities.
2. **Producing and distributing activity kits.**
We handed out activity kits for families once a month from September through December. Photos of the kits each month are attached.
3. **Provide resource and referral assistance to families in playgroup as needed.**
We referred families for food distribution and diapers. We also referred families for help with childcare. We referred some families to our Specialist.
4. **Distributing essentials including food and diapers and promoting such distributions to playgroup families (where applicable).**
N/A
5. **Playgroup meetings – (indoor or outdoor).**
We had Zoom Playgroups (see above) and tried one in-person playgroup in July before we had to shut down again due to COVID. There were about 6 0-5 kids and 6 parents at that one playgroup.
6. **Provide individual support and communication with playgroup families via phone, text, or online mediums.**
Emailed with families on our email list about when activities were happening.
7. **Participate in regular online meetings with Specialists and First 5 staff to share experiences and ideas and coordinate efforts.**
Met with the Specialists and staff monthly from September through December except for October.
8. **Other Activities? Please Describe and Summarize efforts.**
N/A

II. Evaluation Activities and Documentation:

Please make your best efforts to help document the number of children and families served by the activities you have undertaken in this time period, as well as quantifying the work conducted

(i.e. # of kits distributed, # of online meetings...). Examples by activity are provided below. If you have other counts or metrics please provide them.

1. Providing internet-based opportunities for family support and connection.

- a. How many online meetings or posts? (per week or per month)

We had Zoom playgroup once a week from 9/1/21 until 12/10/21 for a total of 15 sessions

- b. Number of families and children participating? Please provide the duplicated numbers of caregivers and number of children 0-5 you served as best you can. Estimates are fine.

We had a total of 5 parents at 10 meetings and 6 parents at 5 meetings for a total of 80 (5 parents x10 sessions=50 plus 6parents x 5 sessions=30 duplicated counts). We had 6 kids at every meeting for a total of 90 (6 kids x 15 sessions=90 duplicated counts total).

- c. # of followers for online accounts (Facebook or others)

We have 57 Facebook followers

2. Producing and distributing activity kits.

- a. How many distributed overall and per month?

Each month, we distributed 10 kits. That's 40 for the report period.

- b. Brief description of typical contents?

Crayons, books, craft activities-see photos

3. Provide resource and referral assistance to families in playgroup as needed.

- a. # of referrals provided

I think we did about 20 referrals total

4. Distributing essentials including food and diapers and promoting such distributions to playgroup families (where applicable).

- a. What was distributed and how often? How many were distributed each month and total for the six-month period?

- b. Counts (i.e. # of diaper kits, # of food bags..)

N/A

5. Playgroup meetings – (indoor or outdoor).

- a. How many such meetings? **One**

- b. Attendance numbers. Please provide the duplicated numbers of caregivers and number of children 0-5 you served as best you can. Estimates are fine. **There were about 6 0-5 kids and 6 parents at that one playgroup.**

6. Provide individual support and communication with playgroup families via phone, text, or online mediums.

- a. Please quantify as much as possible. Numbers served, frequency of such communications per week. Please provide the duplicated numbers of caregivers and number of children 0-5 you served as best you can. Estimates are fine.

I communicated with about 10 families a few times a month using text, phone, and email.

7. Participate in regular online meetings with Specialists and First 5 staff to share experiences and ideas and coordinate efforts.

- a. # of meetings attended

I met three times for online group meetings and talked with my Specialist a few times every month by phone. I emailed Dan a few times about invoice questions.

8. Please estimate, to the best of your ability, the total number of unduplicated participants for this six-month (July 2021-December 2021) period as follows:

- a. Total number of parents/caregivers served:

I think we served about 15 individual parents

- b. Total number of children 0-5 served

I think we served about 25 individual children 0-5.

- c. Total number of other family members served

I think we served about 10 individual other family members including older siblings and aunts.

8. Other Activities in support of families? Please Describe and Summarize efforts.

N/A

Benchmarks: Please note that you do not need to provide us with information on the Benchmarks listed in your Evaluation Plan. First 5 staff will provide feedback to you about your Benchmarks through the Report Checklist/Feedback form we send you after we review your reports.

III. Challenges:

Describe the challenges your program has faced during the six month period (July-December). Include how the program has resolved OR how the program plans to resolve these challenges. **COVID-19 made it really hard to do any of our regular activities so we talked to parents to see what would be most helpful to them. That helped us figure out the best activities during this time.**

IV. Successes:

Describe your program's successes during the six-month period (July-December) and explain what contributed the most to the successes you listed.

Despite COVID-19, we've been able to continue to provide activities for families on a regular basis. I am proud of the work we've done and how we have kept supporting families.

V. Media/Materials Produced:

Submit copies of media releases, informational materials and other items produced with First 5 Humboldt funding which support the information you are reporting on during the six-month period (July-December). Also submit informational materials that references First 5 Humboldt (for example using the First 5 logo on materials).

These are attached.

VI. Financial Documentation:

Submit the financial documentation, including copies of receipts, that is due to First 5 Humboldt on your billing schedule. If you work with an Administrative Department or Accounting Department who invoices First 5 Humboldt for your program on a regular basis, please communicate with them about submitting an invoice.

These are attached.

VII. Story:

Stories of how programs affect specific children and families are powerful tools for showing the importance of funding such activities. Please submit a positive story/description about a child and/or family who has benefited from your FIRST 5 funded program. You may respond to each question separately or provide a narrative that addresses these questions in a paragraph format.

- a. Is this a child, a parent/caregiver, or a family? Please include the ages of the children involved but do not use real names.
- b. What caused the child or family to become involved with the program? What needs were addressed by the program?
- c. Which services did the participant(s) receive and through which activities?
- d. What positive outcomes resulted from participation in the program? How did you find out about these positive outcomes? Please include quotes from participants or staff if possible.

Even though we haven't been able to have regular playgroups, we've been able to have Zoom playgroup. One family that took part had only just started coming right before COVID-19 lockdown after seeing a Facebook post about it and they weren't sure that doing it by Zoom would work but said they'd try it. They became almost weekly attendees. The mom has said that her 3-year-old is much more interested in reading now because of the books we've read in Zoom playgroup and that he asks when they get to see their "Zoom friends" every day. This mom has

connected with another family and they told me they meet for outdoor playtime (all wearing mask, of course!).