Innovation Project Development Worksheet

Use one worksheet for each project. Follow the prompts to help you articulate a project that matches Innovation Guidelines language. When appropriate, references to the Innovation forms are listed in [ ] and should help you link your answers to where they should eventually go on the project forms.

What is the working title of the project?

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- Identify the <u>primary</u> essential purpose (best if you select just one) that will be the key focus for learning. Do you want to learn something that could eventually help you (circle your answer) [Exhibit C, p.1]:
  - Increase access to underserved groups?
  - Increase the quality of services, including better outcomes?
  - Promote interagency collaboration?
  - Increase access to services?

- Explain why you have chosen this primary essential purpose. Your Innovation community planning process should inform this decision. Write down the main reasons based on your community planning process [Exhibit C, p.1]:

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- Think about your innovation project as a test, an experiment, an incubator of an innovation, one that will contribute to learning in your county and the State:
  - Think about it in terms of what you want to try out and see what happens
  - What do you want to learn that can then inform something you might change about your system or services?
  - This is your Learning Goal – the heart of your innovation project

- Write down your Learning Goal here in terms of what you want to learn, test, find out, and then what you might do with what you have learned [Exhibit C, p.2]:

- Check that you don't think about your innovation project as already implementing something that you know is "a good innovation"
  - Instead, this funding is to test to see if something that is innovative works or not
  - Once you get the results of the test, then you can decide whether you implement the innovation or not through other funding sources
  - Whatever the results of your test, it will contribute to learning in your county and the State

- Identify the area or type of practice or approach (scope) for the innovation testing that you will be doing [Exhibit C, p.2]. Circle whether you will be testing and learning about:
  - New administrative processes or procedures
  - New training and education practices and approaches
  - New outreach and engagement strategies and approaches
  - New capacity building approaches
  - New planning processes
  - New PEI services or interventions
  - New treatment and recovery services or interventions
  - Other:

- Identify how you will be testing something out and seeking to learn and contribute to learning (best if mainly only one way). Will you be (circle which apply):

    o Trying out a new mental health practice or approach that has <u>never</u> been done before (anywhere by anybody)?
        - You can't do something that has been done elsewhere even if it is "innovative" for you or relatively new to California or to the field of mental health
        - Write down what this new, never before practice or approach is and why it is important to your community to learn about it [Exhibit C, p.3]:

    o Making a new (never before) change to an existing practice or approach, including adaptation for a new setting or community?
        - This would involve testing out a new adaptation/change to something that is already being done (including "innovative" things that have already been done elsewhere) and seeing what happens with that new change or adaptation
        - Can't do a change that has already been done – this would be considered an already tried and existing variation/adaptation to an existing practice or approach
        - Write down what this new never before change or adaptation to a practice or approach is and why it is important to your community to learn about it [Exhibit C, p.3]:

- o Introducing a new (never before) application to the mental health system of a practice or approach that has been found to be promising or successful in non-mental health settings?
  - This involves testing out something that has never been applied in the mental health system though it has been found to work or to be promising in other systems to see how it works in mental health
  - Write down what this never before applied in mental health practice or approach is and why it is important to your community to learn about it [Exhibit C, p.3]:

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- Think about how much time you will need to run your test and learn what you need to learn.
  - o What are the key activities/steps needed to run your test and get the information you need?

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  - o What are the key milestones with timeframes to run the test and get the information you need [Exhibit C, p.4]?

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- o In all, how long do you need to get the information you need [Exhibit C, p.4]?

- o How long will you need to write up the results of your test/learning and communicate them to stakeholders [Exhibit C, p.4]?

- ▪ How will you measure what you are planning to learn and how will you include the perspectives of stakeholders?
  - o Think about what needs to be measured to learn what you want to learn (your Learning Goal)
  - o Remember that the focus of Innovation funding is to test and learn, so you don't need to evaluate everything – focus on what you want to learn
  - o Describe what you will assess and how you will assess it as it relates to your Learning Goal for this project and how you will include the perspectives of stakeholders in the review and assessment [Exhibit C, p.5]: