



2020-2021

UNIT PLAN OF WORK

(TO IMPACT GRAND CHALLENGES/STATE PRIORITY ISSUES)

PURPOSE: *TO PROVIDE AN OVERVIEW OF*

- *STATE PRIORITY ISSUES THAT STAFF WITHIN THE UNIT PLAN TO IMPACT IN LOCALLY RELEVANT WAYS*
- *INCLUSION PLANS FOR REACHING UNDERREPRESENTED AUDIENCES FOR PROGRAMMING AND COMMITTEE/COUNCIL RECRUITMENT AND RETENTION*

DEADLINE: COUNTY DIRECTORS WILL POST THE UNIT PLAN OF WORK TO THEIR UNIT'S BOX FOLDER BY **NOVEMBER 30, 2020**

Illinois Extension's Grand Challenge Goals and State Priority Issues

(ECONOMY) Grow a Prosperous Economy <ul style="list-style-type: none"> • Workforce Preparedness/Advancement • Financial Wellbeing • Economic Vitality 	(FOOD) Maintain a Safe & Accessible Food Supply <ul style="list-style-type: none"> • Food Access • Food Safety • Food Production
(COMMUNITY) Support Strong and Resilient Youth, Families, and Communities <ul style="list-style-type: none"> • Involvement and Leadership • Connectedness and Inclusion • Thriving Youth 	(HEALTH) Maximize Physical and Emotional Health for All <ul style="list-style-type: none"> • Chronic Disease Prevention and Management • Social and Emotional Health • Healthy and Safe Community Environments
(ENVIRONMENT) Sustain Natural Resources in Home & Public Spaces <ul style="list-style-type: none"> • Enhancing and Preserving Natural Resources • Engagement with Home and Community Landscapes and Environment 	

Instructions: Complete each of the following tables.

Table 1: **Overview of State Priority Issues Targeted Across Unit**

Table 2: **Goals to Address the NEW Thriving Youth State Priority Issue 2020-2021** (4-H Club Goals)

Table 3: **Supplemental Issue-Focused Impact Plan**

ONLY IF staff in your unit will be devoting *concentrated effort* toward a state priority issue THAT IS NOT INCLUDED in an educator's issue-focused impact plan (e.g. due to a staffing vacancy or other unique circumstances)

Table 4: **Unit Councils/Committees Your Unit Plans to Target for Improved REG Representation**

Table 5: **Programming Audience(s) Your Unit Plans to Target for Improved REG Representation**

Table 6: **Progress Toward 2019-2020 Inclusion Goals (including successful actions)**

UNIT OVERVIEW

Complete Table 1 below to provide an overview your unit's overall state priority issue-focused impact plans. Be sure to include all state priority issues targeted in educator plans of work, SNAP-Ed strategic plan for your unit, Thriving Youth (detailed in Table 2 below), and any state priority issues targeted in your supplemental impact plan (detailed in Table 3 below if applicable). Add more rows you need additional space to list the state priority issues targeted by staff within your unit.

Table 1: Overview of State Priority Issues Targeted Across Unit	
Unit: 8 - Bureau, LaSalle, Marshall, Putnam Counties	County Director: Jill Guynn
State priority issue targeted	List each staff member who will be involved in addressing this priority issue for your unit. Include the staff member's role (e.g. Educator, Extension Program Coordinator, Community Worker, County Director) and program area.
FOOD: Food Safety	Susan Glassman, Extension Nutrition & Wellness Educator; Illinois Nutrition Education Program, Extension Program Coordinators, Sherry Todas & Jani Kidd on behalf of ABC's of School Nutrition Grant
HEALTH: Chronic Disease Prevention and Management	Susan Glassman, Extension Nutrition & Wellness Educator; Illinois Nutrition Education Program, Extension Program Coordinator, Jani Kidd, Extension Program Coordinator, Sherry Todas
ECONOMY: Workforce Preparedness/ Advancement	Beth Dellatori, Extension Youth Development Educator; Unit Extension 4-H Program Coordinators: Danielle Gapinski (Bureau County), Toni Pienta (LaSalle County), Anne Scheel (Marshall-Putnam Counties)
HEALTH: Social and Emotional Health	Beth Dellatori, Extension Youth Development Educator; Unit Extension 4-H Program Coordinator: Anne Scheel (Marshall-Putnam Counties)
HEALTH: Chronic Disease Prevention & Management	Beth Dellatori, Extension Youth Development Educator; Unit Extension 4-H Program Coordinator: Danielle Gapinski (Bureau County)

Table 2: Goals to Address the NEW Thriving Youth State Priority Issue 2020-2021 (4-H Club Goals)

***Each unit 4-H Team is expected to plan for at least 1 Club Member Retention Goal and at least 1 Improved Diversity/Equity/Inclusion goal for 2020-2021. Add more rows to outline additional goals if needed.**

****Please note that Expansion and Review Committees are designed to help inform your goals related to growth and engagement with underserved audiences. Action plans outlined in this Plan of Work should enhance your current county expansion and review plans and outline intentional actions that will be taken this year. (refer to pages 5-11 in the 2020-21 4-H Policy Handbook).**

Examples of potential actions to improve Diversity/Equity/Inclusion:

- Recruit a volunteer who is experienced in serving minority youth to lead an in-person and/or virtual club this year in a community or geography of your unit historically underserved by Illinois 4-H.
- Request equity dialogue training through the Youth Leadership Team and recruit youth/volunteers to participate in your unit.
- Facilitate equity dialogues with all club officers and/or volunteers and host local conversation about how to improve experience of inclusion and belonging for youth who are new to 4-H.
- Establish a new relationship with a funder or donor who has equity as an explicit goal in their work – to work together toward equity goals for youth in your community.
- Recruit youth for participation in a C.A.R.E.S SPIN Club in the winter/spring (could be staff and/or volunteer-facilitated).
- Identify youth/volunteers/club in your unit with interest in advancing DEI goals and design a local response (consider applying for DEI funds through State 4-H Office to support this new effort)

*What is your intended goal?	What actions will you take to meet the goal?	Intended outcomes or indicators of success (be specific as to how you will track or measure)	What unit staff will be working toward this goal or actions?
<i>Club Member Retention Goal:</i> Maintain current club membership throughout the 2020-2021 year	<ul style="list-style-type: none"> • Conduct new, unit-wide leader meetings and trainings to promote engaging virtual community club meetings. • Volunteer and Leader meetings to be offered 2-3 times a year by Extension staff. These trainings will offer support and resources to leaders that will assist in fostering a better club experience 	<ul style="list-style-type: none"> • Membership enrollment stays the same as 2019-2020 numbers • Participation in project workshops would be at 5 or more youth. • Leader meetings and workshops would have 10 or more in attendance 	4-H Youth Development Educator and 4-H Program Coordinators

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	<ul style="list-style-type: none"> • Target communities with current club membership to promote younger youth enrollment. • Project workshops targeted at all age ranges focusing on project areas. Target attendance would be 5 or more youth. • Leader workshops on how to engage youth during club meetings virtually. Training 		

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	would focus on virtual platforms		
**Improved Diversity/Equity/Inclusion Goal: Continue Latino Outreach programs in the community of DePue	<ul style="list-style-type: none"> • Include translated materials for students and parents, work on eliminating barriers to enrolling in 4-H system and be a steady presence in school and community. 	<ul style="list-style-type: none"> • Introduce Extension and 4-H into the community as a trusted source of information and a place where kids are safe. • Reconnect and support the existing after-school 4-H community club where members feel safe and welcome. 	4-H Youth Development Educator and 4-H Program Coordinators

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Expansion & Review Meetings (Fall & Spring)	<ul style="list-style-type: none"> • These meetings are vital in helping to identify underserved audiences. • Identify potential members that represent minority groups. 	<ul style="list-style-type: none"> • Agendas and minutes. Minutes from the meetings will be sent to the Regional 2 Office. 	4-H Youth Development Educator and 4-H Program Coordinators
Provide opportunities for youth leaders to participate in DEI dialogues to bring back to the community.	<ul style="list-style-type: none"> • Provide information and opportunity to participate in <i>Standing Together and Taking Action</i> pilot SPIN club. • Recruit teens for <i>Speaking for Illinois 4-H</i> 	<ul style="list-style-type: none"> • Have at least 1 representative from Unit 8 participate in the STTA Spin Club pilot 	4-H Youth Development Educator and 4-H Program Coordinators; Teen Leaders

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Promote discussions related to race and equity within the community.	<ul style="list-style-type: none"> • Post and promote <i>4-H Racial Justice Town Hall</i> FB events on unit-wide and county-wide FB pages. 	<ul style="list-style-type: none"> • FB “likes”, comments, and participation 	4-H Youth Development Educator and 4-H Program Coordinators

SUPPLEMENTAL ISSUE-FOCUSED IMPACT PLAN (IF APPROPRIATE TO YOUR UNIT)

There are times when unit staff will target an issue with outreach that is not aligned with an educator's plan (often due to vacancies in staffing). If there are *concentrated efforts* that are NOT covered in one of your unit's educator plans but your unit staff will devote to address a state priority issue, complete **Table 2: Supplemental Issue-Focused Impact Plan**. Add more rows to Table 3 if you need additional space to outline the plan. Copy the table FOR EACH PRIORITY ISSUE if you expect to have *concentrated effort* devoted to more than one issue during the 2020-2021 Extension year. In Table 2, do not include issue-focused impact plans already outlined in an educator's plan of work submitted within your unit.

Examples of types of programs/outreach activities you might include.

- Educational outreach onsite and online (direct education)
- Digitally and/or print-released information (indirect activities)
- Consultation and expert assistance for decision support
- Applied research
- Engaging in partnerships and coalitions to reach a common goal

Table 3: Supplemental Issue-Focused Impact Plan (if appropriate for your unit) COMPLETE ONE TABLE PER STATE PRIORITY ISSUE YOU PLAN TO ADDRESS		
Identify the state priority issue to be targeted (see Illinois Extension's Grand Challenge Focus Areas and Related State Priority Issues):		
Unit staff collaborating on/contributing to planned outreach addressing this issue:		
What planned outreach will you conduct to intentionally address this priority issue? Specify the details e.g. name of programs, indirect intervention channel, focus of applied research, specific partnerships and/or coalitions you will engage with, etc. List each program or group of activities that are intended to target the same audience(s) and outcome(s) in a separate row.	Describe the audience(s) you will target with each planned outreach program or group of activities	What are the specific intended outcomes that will result from this planned outreach? Consider the following types of outcomes when listing the intended, specific outcomes of your planned outreach program or group of activities: <ul style="list-style-type: none"> • Increase awareness/knowledge in... • Increase positive attitudes towards... • Participants report intent to change/adopt... • Increase/decrease in behaviors/practices such as.... • Changes in policies/environment such as.... (also indicate with an asterisk * any outcomes you plan to measure)

Table 4: Unit Councils/Committees Your Unit Plans to Target for Improved REG Representation (add more rows if you plan to target more than two Councils/Committees)			
Unit: 8 (Bureau, LaSalle, Marshall, Putnam Counties)		County Director: Jill Guynn	
Name of Council or Committee targeted for improved REG representation	What is your intended goal for improved REG representation?	What actions will you take to improve REG representation?	How will you document these actions?
1. 4-H Expansion & Review Committee	Expanded representation for each county, increase diversity for race/ethnicity relative to census data, balance youth/adult and male/female representation.	Review current representation. Review census data. Develop list by county of potential agencies and individuals to contact. Invite to next 4-H Expansion & Review Committee meeting.	Minutes of 4-H Staff meetings. Collection of Census data. List of contacts/outreach efforts and minutes of the 4-H Expansion & Review Committee with members attending.
2. Extension Council	Expanded representation for each county. Increase diversity for race/ethnicity relative to county census data, and review council grid for male/female and other representation areas.	Identify potential council members in each county and invite them to serve on the council.	Copies of council meeting minutes and emails to potential members.

Table 5: Programming Audience(s) Your Unit Plans to Target for Improved REG Representation (add more rows if you plan to target more than two audiences)			
Describe each audience targeted for improved REG representation in your unit programming.	What is your intended goal for improved REG representation?	What actions will you take to improve REG representation?	How will you document these actions?
<p>1. Hispanic Health</p> <p>Adult Education English as a Second Language, Citizenship Classes @ IVCC</p>	<p>Adult Education Partnership, Illinois Valley Community College - targeting diverse audiences, Glassman has formed a partnership with Illinois Valley Community College Adult Education Program, focusing on reaching students learning English as a second language and those working to obtain citizenship. Students most often speak Japanese, Polish and Spanish as their native language.</p> <p>Working with the director of Adult Education, Sara Escatel. She has identified a need for skill development in learning to reduce chronic disease such as obesity, overweight and diabetes.</p>	<p>Nutrition & Wellness Educator, Susan Glassman, will offer classes during the Spring or Fall semester, 2021 that provides educational learning and skill development in a participative environment.</p> <p>This diverse population will engage in preparing healthy recipes and bridging the communication gap through cooking together as an instructional design method.</p>	<p>Classes will be scheduled with Adult Education, visiting each class remotely or in-person for English as a Second Language and Citizenship.</p> <p>Through the variety of learning methods, an evaluation will be completed.</p> <p>Handout materials will be distributed.</p> <p>Before the semester ends, a post survey will be completed by the students to indicate behavior change.</p> <p>Qualtrics Surveys</p>
<p>2. Hispanic Health</p> <p>Abriendo Caminos – Family Resiliency Center, Dr. Teran-Garcia</p>	<p>Abriendo Caminos will be offered again in 2021. Target Bureau/LaSalle Counties with virtual programming. Dr. Teran-Garcia will deliver the program</p>	<p>Nutrition & Wellness Educator, Susan Glassman will work with County Director for Unit 8.</p>	<p>This research is supported by the Agriculture and Food Research Initiative of the USDA National Institute of Food and Agriculture as part of the AFRI Childhood</p>

	that includes interventions for obesity prevention for Hispanic families.	In 2021, we expect to have a student intern who is Hispanic. The student intern will work with Educator to continue development for community networks and partners to recruit Hispanic families into the virtual Abriendo Caminos program. Dr. Teran-Garcia will lead this program from the U of I campus which focuses on obesity prevention interventions for Hispanic-heritage families. The curriculum includes healthy dietary behavior patterns and basic knowledge of nutrition, physical activity, and the organization of collective/shared family mealtimes.	Obesity Prevention Challenge (2015-68001-23248) to the University of Illinois. Through the variety of learning methods, an evaluation will be completed. Handout materials will be distributed.
3. Low socio-economic population who fall at or below the federal poverty threshold - CDC Diabetes Prevention Program	Offer the CDC Diabetes Prevention Program at the Extension Education Center & Community Teaching Kitchen to persons who are prediabetic with a goal of decreasing the risk of developing Type 2 Diabetes.	Nutrition & Wellness Educator, Susan Glassman will develop a health network, promoting the free program to persons living in the low socio-economic cluster of the Extension Education Center & Community Teaching Kitchen which meet REG.	Sign in sheets and demographics REG form. Qualtrics Surveys
4. Low-socio-economic population who fall at or below the federal poverty threshold - Walking Club	Promote benefits of physical activity, socialization, and family time with the Extension Education Center & Community Teaching Kitchen Walking Club – available as an in person or virtual guide.	Nutrition & Wellness Educator, Susan Glassman will develop a partnership network within the cluster, LaSalle, Oglesby and Mendota of the EECCTK to engage organization participants in walking.	Sign in sheets and demographics REG form. Qualtrics Surveys

		Move outward to our identified communities for REG – Streator, DePue, Ottawa, Spring Valley.	
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Table 6: Please review your 2019-2020 intended goal(s) to improve REG representation and share your progress (including successful actions).			
Representation improvement goal from your 2019-2020 Unit Inclusion Plan	Was this a programming goal or council/committee representation improvement goal?	What progress were you able to make (if at all)?	What strategies/actions were most effective in making progress toward the goal(s)?
4-H Expansion & Review Committee: Expanded representation for each county, increase diversity for race/ethnicity relative to census data, balance youth/adult and male/female representation.	Committee representation improvement goal.	All counties had new members participating. New member representation for race/ethnicity included 2 African American and 1 Hispanic. Both adult and youth member involvement was increased.	Due to the COVID-19 pandemic, the fall meeting was held via Zoom. With our new Youth Development Educator, we had multiple promotional efforts and the 4-H EPCs did a great job with new outreach.