



Thank you for participating in the NCTSN Product Development Application cycle. You will find that the questions on this application mirror the Eligibility Checklist you have already submitted with a little added detail. If you have questions as you fill out the application, feel free to contact NCCTS Product Development Team (PDev) directly at PDev@nctsn.org, or ask your Core Production Team NCCTS staff member.

Please note that your group does not need to have a PDev consultation in order to apply for NCCTS Product Development Support. Any group that has submitted an Eligibility Checklist may proceed with submitting their application.

An **NCTSN Network Resource** or product is collaboratively developed within or across Collaborative Groups, Task Forces, or Programs. Approved Products receive editorial and graphic support, Network dissemination, and other assistance from the PDev Team.

An **NCTSN Partner-In Resource** is a product developed by Network Members at their center, does not receive editorial or graphic support from NCCTS Product Development Team but may receive dissemination support. If you want to develop a Partner-In Resource at your center you do not need to submit this NCTSN Product Application.

Timeline:

- February 7, 2020 - Product Application Submissions
- Late February to Early March 2020 - Product Application Decisions
- Late February to Early March 2020 - Product Kick-Off Calls

Name of Person Completing this Checklist

Please enter the name and email of the person who is submitting this checklist online.

Content Development

1. Working Title

What is the working title for the proposed product (e.g., new webinar series on screening and assessment for military-connected youth; fact sheet series on providing trauma-informed care to birth parents in the child welfare system)?

_Including Parents and Caregivers in Trauma-Focused Treatment of Youth: Core Elements and Resources for Parents, Caregivers, and Providers _____

2. Product Type

- Fact Sheet Series
- Single Fact Sheet or Tip Sheet
- Resource Guide
- New Webinar Series
- Addition to Existing Webinar or Podcast Series
- New Podcast Series
- e-Learning Course
- Website Content
- Social Media Campaign
- Revision of an Existing NCTSN Product
- Adaptation of an Existing NCTSN Product
- Translation of an Existing NCTSN Product
- Position Statement
- Training Curricula
- Special Product (e.g., children's book, pocket cards, toolkit with hands-on materials)
- Other

3. Goal

What is the goal of the proposed product? Your goal should succinctly outline the action you want your primary audience to take to serve the intended population (e.g., help parents talk to their children about domestic violence; assist pediatricians in screening for distress).

Based on the foundational work of the Parent/Caregiver Trauma and Healing Coordinating Group, feedback from several child trauma treatment developers, and multiple ANC presentations, the purpose of this product is to provide information to child serving professionals and parents/caregivers to increase their knowledge and awareness of approaches to integrating parents/caregivers in child trauma treatment

4. Sections or Components

Briefly outline the key points, topics, sections, or components in your proposed product (i.e., proposed topics for each webinar in a series, lessons in an e-learning course, headers in a fact sheet series).

Within a user-friendly, web-based platform, this product will outline 11 core components for meaningful inclusion of parents and caregivers in child trauma treatment. These components were identified by the Parent & Caregiver Trauma and Healing Coordinating group through literature review, expert input, and ANC workshop discussion and were recently accepted for peer-reviewed publication. The product will include examples from 11 evidence-based models on their respective approaches to addressing each core component.

Please see attached draft grid for a full list of core components and models, which will serve as the topic headers for the product.

5. Learning Objectives

What are the takeaway messages or learning objectives for this product (e.g., parents will be able to recognize trauma reactions, understand what a trauma reminder is, and offer ideas on how to cope to their children)?

For child serving professionals, our learning objectives will be:

- 1) Recognize the importance of parent/caregiver integration into child trauma treatment
- 2) Identify core components for integrating parents/caregivers into child trauma services
- 3) Increase knowledge and awareness of skills and approaches to enhance parent/caregiver integration into child trauma services

For parents/caregivers, our learning objectives will be:

- 1) Enhance knowledge and awareness of existing approaches to integrating parents/caregivers into child trauma treatment
- 2) Recognize options for various child trauma treatment models that incorporate parents/caregivers
- 3) Increase spread and advocacy about parent/caregiver integration and choice in child trauma treatment

6. Primary Audience

- Child Welfare Professionals
- Families and Caregivers
- Healthcare Providers
- Justice System Professionals
- Mental Health Professionals
- Policy Makers
- Religious Professionals
- School Personnel
- Youth
- Other _____

7. Secondary Audiences

Select all that apply.

- Child Welfare Professionals
- Families and Caregivers
- Healthcare Providers
- Justice System Professionals
- Mental Health Professionals
- Policy Makers
- Religious Professionals
- School Personnel
- Youth
- Other _____

8. Inclusivity

How will this product address the needs and be inclusive of cultural considerations, developmental considerations for special populations, or otherwise address behavioral health disparities (e.g., gender, race, ethnicity, sexual orientation, populations at risk)?

At the time of completion, model developers were asked to include considerations for special populations and diverse groups when outlining how their models address the core components for parent/caregiver inclusion. The product highlights evidence-based models with demonstrated evidence across the developmental spectrum, for high-risk populations, and diverse groups (e.g., gender, race/ethnicity, etc.)

9. Draft Content

Have you already begun to develop content for this product? Please describe:

 Yes, a draft of the core components across models has been developed by the Parent and Caregiver Trauma and Healing Coordinating Group. Please see attached GRID. The product will also aim to link components to existing web-based resources, and these links will need to be identified by the product development team.

If you have an outline or draft content, reviewers may find it helpful to view and it will not be shared beyond the review committee. (This is not a requirement; many projects have not begun content development.)

Project Management

10. Core Production Team

Who are the members of the Core Production Team? The Core Production Team is a small group responsible for content development, revisions, and coordinating project management with PDev.

	Name	Email	Phone	Time Zone
Project Lead	Becki Vivrette	rvivrette@childtrends.org	240-223-9297	EST
Team Member 1	Donna Burns	Burns.donna1@gmail.com		CST
Team Member 2	Brittney Walker	brittneywalker@healthrecovery.org		EST
Team Member 3	Lisa Armaganian	larmaganian@icloud.com		CST
NCCTS Staff	Tracy Bethel	Tracy.bethel@duke.edu		EST

We recommend a team of only 4 to 5 members, if you require more core production team members, please enter their contact information here.

11. Primary Group

What is the primary group that is accountable for completing this product (e.g. Collaborative Group, Task Force, or National Center Program)?

- Child Sex Trafficking
- Child Sexual Abuse
- Child Traumatic Grief and Traumatic Separation
- Child Welfare
- CW Subcommittee - Child Welfare Trauma Training Toolkit
- CW Subcommittee - Resource Parent Curriculum and RPC Implementers Group
- Community Violence
- Complex Trauma and Developmental Trauma Disorders
- Culture Consortium
- Culture Subcommittee - Translations Review
- Family Systems
- Integrated Care (I-Care)
- Intimate Partner Violence
- Justice Consortium
- JJ Subcommittee - Trauma Resources for Attorneys
- JJ Subcommittee - Treatment
- Military and Veteran Families

- MF Subcommittee - Veterans Affairs (VA)
- Parents and Caregivers Trauma and Healing Coordinating Group (PCTHCG)
- Partnering with Youth and Families
- Schools
- Secondary Traumatic Stress
- Terrorism and Disaster
- Transition Age Youth
- Trauma and Substance Abuse
- Zero to Six
- Youth Task Force
- NCCTS Site Integration and Collaboration
- NCCTS Policy
- NCCTS Service Systems
- NCCTS Military Families
- NCCTS Education and Evidence-Based Practices
- NCCTS Training and Implementation
- NCCTS Data and Evaluation
- NCCTS Terrorism and Disaster
- Other, please specify _____

12. Other Groups

Which other NCTSN Group(s) have agreed to be involved in the development of the product (e.g., Collaborative Group, Task Force, or National Center Program). Select all that apply.

- Child Sex Trafficking
- Child Sexual Abuse
- Child Traumatic Grief and Traumatic Separation
- Child Welfare
- CW Subcommittee - Child Welfare Trauma Training Toolkit
- CW Subcommittee - Resource Parent Curriculum and RPC Implementers Group
- Community Violence
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- NCCTS Training and Implementation
- NCCTS Data and Evaluation
- NCCTS Terrorism and Disaster
- Other, please specify _____

13. Consultation from Other Groups

Product Development has found that additional brief consultation from other Network groups who have overlapping expertise can enhance the quality of the product. Other groups may point you toward existing relevant resources, provide content consultation, offer expert review, or assist in dissemination. Do you plan to consult other groups in the Network that have relevant expertise?

Yes, we will request consultation from the groups listed above representing child welfare, family systems, and partnering with youth and families, in the form of review of product drafts and providing relevant resources to be linked to the product for further information.

14. Translation Review Committee

Do you plan to translate this resource for use in languages other than English? (If yes, which languages) Have you reached out to the NCTSN Translation Review Committee?

- No, not at this time
- Yes (please describe languages and populations and any contact with the NCTSN Translation Review Committee) _____

15. External Review

During the Product Development Process each product will receive external review from members of the Network that have overlapping expertise but are not members of the Core Production Team as well as a National Center staff member. These individuals will provide high level feedback for the group at various stages in the process and may include Steering Committee members, Executive Committee members, Affiliates, etc. Do you have any nominations for your external reviewers? If so, please include their email address.

Abi Gewirtz; Chandra Ghosh Ippen; Ruth Paris

16. Feedback

How does your group plan to incorporate feedback from your future audience(s) to make sure the product will meet their needs?

The Parent and Caregiver Trauma and Healing Coordinating Group includes mental health professionals engaged in direct service as well as parents who have participated in child trauma treatment. The proposed team includes providers and parents/caregivers as leaders to further reflect our commitment to authentic partnership and elevating parent/caregiver voice throughout all phases of product development. Consultation with other NCTSN groups

further expands our ability to obtain feedback during product development from providers and family partners.

17. Additional Resources

Some large projects require resources beyond the ones that that National Center can provide. Can any resources be contributed to this product? Select all that apply.

- Editorial support
- Graphic design/layout support
- Printing costs
- Grant funds
- Staff Time
- Dissemination support
- Social Media support
- Other _____

18. Partner Organizations

Are you proposing to partner with any organizations external to the NCTSN for the development or dissemination of this product?

- Yes
- No

Partner Organizations

18a. Acknowledgement

Does the organization want to be acknowledged in the product?

- Yes
- No

18b. NCTSN Association Is the organization currently associated with the NCTSN?

- No, not currently associated with the NCTSN
- Yes, an NCTSN Network Site
- Yes, an NCTSN Affiliate
- Yes, an NCTSN Strategic Partner
- Yes, a large federal organization
- Yes, another trauma related organization

18c. Additional Information Provide any additional information below.

Dissemination

19. Dissemination

Outside of the typical dissemination strategies the National Center uses to promote products, does your group have any ideas about how it will help to disseminate the product once finished? (i.e., distribute through partner listservs, incorporate into trainings or staff meetings, print out and have available to family members)

__In addition to being hosted on the NCTSN website, we would like to distribute our product through relevant organizations' electronic channels, including listservs and social media posts, to expand the reach of dissemination. Parent and Caregiver Trauma and Healing Coordinating Group members and the consulting NCTSN groups will identify potential organizations who may be willing to disseminate the product. We would also like to have the resource announced through NCTSN listservs and newsletters.

20. Timeline

What is the proposed timeline for the product? Is there any specific date/month that you would like to release the product (i.e., coincides with a relevant public awareness month, event, or conference?)

__There is no specific requirement for our timeline for development of this product. We will work with National Center staff and work within their timeline goals and guidelines.

Thank You!

Thank you for completing your NCTSN Product Development Application.

Applications will be reviewed by the Review Committee which includes members of the Steering Committee, NCCTS Executive Committee, SAMHSA, Category II and III centers, Affiliate Advisory Group, Youth Task Force, Family Partners, and Product Development. If you would like to participate on future Review Committees, please contact PDev.

Once you select "Submit" your application will be submitted to the PDev Team. If you have questions, you can email PDev@nctsn.org.