

ARIZONA SPECIAL SUPPLEMENTAL NUTRITION PROGRAM FOR WOMEN, INFANTS AND CHILDREN (WIC) PROGRAM

FFY 2007 OPERATIONAL ADJUSTMENT (OA)
AND
INFRASTRUCTURE GRANT REQUEST (IF)

E-LEARNING FOR STAFF TRAINING FOR 2007 – OA or IF

REFERENCE: FNS GOAL 1: IMPROVE NUTRITION OF CHILDREN AND LOW-INCOME PEOPLE.

FNS GOAL 2: IMPROVE STEWARDSHIP OF FEDERAL FUNDS.

Description and Purpose:

Last year (FY06) the Arizona Department of Health Services (ADHS) acquired and developed an online learning management system (LMS) in cooperation with several offices and programs within ADHS which included the Office of Chronic Disease Prevention and Nutrition Services – Arizona WIC Program. The purpose of the LMS is to be able to provide and track both online (e-Learning) and instructor led training to internal and external staff, customers, and contractors as well as the general public.

The Arizona WIC Program is one of the programs in the Office of Chronic Disease Prevention and Nutrition Services, and annually provides training for over 450 local agency staff and all new WIC employees. The Arizona WIC Program will utilize the LMS/e-learning system to develop a cost effective way of providing on the job training for nutritionists, supervisors and paraprofessional staff and mandatory trainings to approved Arizona WIC vendors in the coming years.

For FFY 2007, the Arizona WIC Program would begin its development and implementation of comprehensive staff training plan for all WIC employees through WIC University, e-Learning and other institutions.

The program will meet this objective by beginning to build its e-learning capacity with the following:

1. Develop and/or acquire online courses from other states as available within the following content areas: civil rights, customer service, nutrition counseling and job training with WIC courses such as WIC 100 (new employee training) and 101 (new clerk training including benefits of breastfeeding).
2. Provide and track online and instructor led training (WIC U) of WIC state and local staff through use of the LMS.
3. Conduct live interactive training such as Breastfeeding classes and Bimonthly Nutrition workshops through the use of the LMS's web conference tool - LIVE Meeting.

In FFY 2008, expand services to include Arizona WIC Vendors:

1. Expand the LMS to include the Arizona WIC vendors by developing and implementing a Vendor domain to allow access for vendor staff.

Project Benefits:

The benefits of offering distance learning to employees are numerous:

1. Reduction in Costs/ Increase Employee Productivity-The cost of one day of travel is now averaging over \$140 and can mean that an employee who travels to Phoenix will lose two productive days in a week due to travel. Given the size of the WIC staff and the amount of training required each year, a considerable amount of cost is associated with the delivery of training. Currently, two days of training costs the program over \$ 600.00 and we lose three days of productive time. Since staff will not have to wait for a scheduled class to be available with the anytime access of online training, staff will become competent and productive in their jobs faster.
2. Standardize Training/Improving Service Delivery to WIC Clients- The use of an e-Learning system would enable the WIC Program to provide standardized training to WIC staff throughout the State on an on-going basis while reducing the cost of the delivery of that training.

Budget:

Listed below is the proposed budget and expenses for WIC's portion of the expenses.

ITEM	QUANTITY	COST/UNIT	TOTAL COST
Web conference Polycom Phones	20	\$ 1,100.00	\$ 22,000.00
Computer Headsets	600	\$ 2.00	1,200.00
CVD.DVD burner & label printer			2,500.00
Software			
Lectora Content Development	3 Licenses		\$10,500.00
Macromedia Flash	5		\$6,000.00
Authorware Content Development	2 Licenses		\$6,000.00
Adobe Photoshop	3		\$450.00
Snag It Licenses	10 Licenses		\$2,400.00
Staff Develop Training	100 hours	\$ 200.00/hr.	\$ 20,000.00
Content Acquisition			\$ 30,000.00
Content Development of classes	560 hours	\$ 125.00/hr	\$ 70,000.00
		Total	\$171,050.00