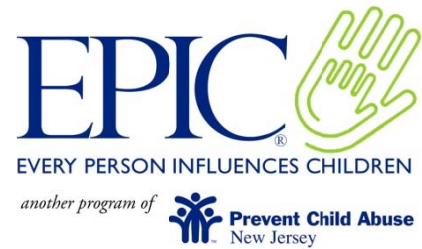


How to Become an EPIC Site



EPIC- Every Person Influences Children, Inc. is a national not-for-profit prevention program whose mission is to help parents, teachers and community members raise children to become responsible adults.

Vision Encourage parents and teachers to proactively develop the foundation of character in children to maximize their academic success.

Getting started

What is needed to implement the *EPIC Program*?

- First, determine whether there is a need in your community to provide EPIC.
- Once you have established the number of families who would likely access services, ensure that there will be funding to support the program. This usually means identifying a three- to five-year funding plan to pay for training, purchase materials and possibly pay staff salaries. The National Center recommends budgeting between \$1,400 and \$1,500 per family when designing a new program. The average cost to certify a parent educator is \$890 (averages training fee is \$595/curriculum cost is \$295).
- A program using the *EPIC* model is staffed with a minimum of one Coordinator and Two Facilitators.
- The number of facilitators is determined by the number of families to be served and the number of series provided.
- A new facilitator's schedule should include 24 hours for each series delivered. This time includes scheduling, planning, record keeping, follow-up, travel time and a 6 workshop two-hour EPIC series.

Your agency may be eligible to receive EPIC training without cost through the NJPIRC program.
If interested, inquire about the NJPIRC Tier II Application and Preliminary Program Plan



Steps for EPIC Implementation

1. Make your initial contact

Contact New Jersey's PIRC Staff, (732-246-8060 ext. 110 to begin the planning process).

2. Submit a Preliminary Program Plan (Pre-Plan) and Letter of Agreement

You will be sent a Pre-Plan to be completed and submitted for approval prior to registration for the EPIC Training. The purpose of the Pre-Plan is to insure a well-thought out picture of what your program will look like. The Pre-Plan covers program design and services, funding sources, service population, leadership, recruitment and retention, public awareness efforts and evaluation.

3. Register for Training

Once your Pre-Plan is approved by NJPIRC staff, you will need to select the dates to attend the Training. Arrangements can be made to bring the EPIC Training to your area if there are 12 or more participants. If you are interested, contact the NJPIRC Staff. Your program will be sent a registration packet for the training you select.

4. Attend the Coordinator Training

To become an EPIC Coordinator, participants attend a half-day Coordinator and successfully complete Final Program Plan. A site networking meeting follow-up training, which may be taken online, is required during the first year of certification, approximately three to six months after attendance at the *Born to Learn* Institute.

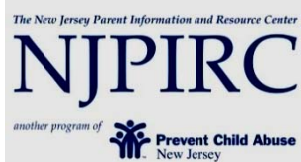
5. Attend the Facilitator Training

To become an EPIC Coordinator, participants attend a half-day Coordinator and successfully complete assignments and assessments. A follow-up training, which may be taken online, is required during the first year of certification, approximately three to six months after attendance at the *Born to Learn* Institute.

6. Submit a Final Program Plan

The Final Program Plan is given to the supervisor to complete during Institute and lists all contact information for the parent educators and supervisors, including signatures, as well as any changes made to the Pre-Plan. It is submitted to the National Center for approval within two weeks of completing the *Born to Learn* Institute. The certification process can be completed most quickly if the Final Program Plan is signed by the supervisor and parent educator(s) and given to the trainers on the last day of Institute.

For more information call 1-866-9NJPIRC



103 Church Street, Suite 210
New Brunswick, NJ 08901
1-866-9NJPIRC
www.NJPIRC.org

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