

General Application Milestones

The organization receiving funding will need to submit a quarterly report to ARORP. If milestones are not met, funding will be recouped by the Arkansas Opioid Recovery Partnership.

PROJECT MILESTONES

1 ST SET OF MILESTONES	DUE DATES	NOTES
Hire master trainer, trainers, and designers	May 1, 2023	Complete, Trainers contracted.
Update on outreach/promotion	May 1, 2023	Initial webinar Feb. 16 2023, promoting COPE application opportunity. Promotion of AAC & AML live/recorded webinars will commence when coordination is finalized.
Update on online module development	May 1, 2023	Module content is outlined, PPTs being reviewed by CADCA internally the week of May 5 th and plan to be sent to ARORP by May 12 th .
Develop data tracking instrument	May 1, 2023	Complete, Monday.com project tracking; Sogolytics Coalition Readiness Assessment instrument.
Submit first ARORP report	May 1, 2023	Complete.
2 ND SET OF MILESTONES	DUE DATE	NOTES
Present informational webinar to city and county officials	August 1, 2023	AML webinar held on May 24. Waiting on information on AAC collaborations, currently anticipating September 7 Judges meeting.
Present test training at Association of Arkansas Counties Conference	August 1, 2023	Anticipated September 7 Judges meeting
Present test training at Arkansas Municipal League Conference	August 1, 2023	Full conference plenary delivered June 14, breakout session presented June 15.
Update on outreach/promotion	August 1, 2023	Module 1 is completed and has been sent to ARORP for review. Upon approval, the module will be posted on CADCA's LMS, Docebo, and information on accessing the training will be made available via ARORP's website.
Host training materials on ARORP's website	August 1, 2023	CADCA will coordinate with ARORP on preferences for notifying AML and AAC contacts.
Submit quarterly ARORP report	August 1, 2023	Complete.
3 RD SET OF MILESTONES	DUE DATES	NOTES
Provide updates to AAC and AML on progress	December 1, 2023	Met with ARORP to discuss lower sign-up, offer further promotional materials (Oct 12). Currently designing web form for ARORP review. Viewership and enrollment data is on the attached Data Tracking Tool.
Submit quarterly ARORP report	December 1, 2023	
4 TH SET OF MILESTONES	DUE DATE	NOTES
Submit quarterly ARORP report	March 1, 2024	
Attend annual ARORP evaluation meeting	March 1, 2024	
Submit annual ARORP report	March 1, 2024	
5 TH SET OF MILESTONES	DUE DATES	NOTES

Promote and update resources on ARORP's website	April 30, 2024	
Present training virtually and in-person at the Association of Arkansas Counties Conference	April 30, 2024	
Present training virtually and in person at the Arkansas Municipal League Conference	April 30, 2024	
Submit final report to ARORP	April 30, 2024	

