

Bringing CIT&CIP to your Community: Beginner's Toolkit

Thank you for your interest in bringing CIT&CIP to your community!

CIT&CIP are more than just a training, it is a community initiative built on long lasting, evolving partnerships based on mutual goals.

Beginning Process: Community Partnerships

Becoming a location/community to host CIT&CIP trainings annually is a huge collaborative effort that begins and ends within your community and is based off mutual partnerships.

Step One: Begin meeting with key community stakeholders all in support of and interested in bringing CIT&CIP to your community - it is much more than the NAMI Affiliate at each location that is involved. It is law enforcement, mental health providers, families and individuals with lived experiences of mental illness. The best place to start is within your network. Contact law enforcement officers, mental health care providers, members of CJCC, your corresponding NAMI Affiliates, members of crisis programs/organizations, mental health advocates, local government agencies, and other community stakeholders.

From there, you would begin to deepen and develop your community partnerships promoting the philosophy of CIT&CIP and prepare to launch your county/community as a CIT&CIP location and hub.

Please see: [WI CIT&CIP Stakeholder Toolkit](#)

Step Two: Establish your Coordinating Committee and WI CIT&CIP Facilitators.

A Coordinating Committee is a collaboration of law enforcement, NAMI affiliates, mental health care providers, key community stakeholders, family members and consumers, all interested and invested in having a voice in bringing CIT&CIP to your community and help to develop and plan the training.

The WI CIT&CIP Facilitation team are members selected from your Coordinating Committee who will be responsible for hosting and facilitating the actual CIT&CIP training. A WI CIT&CIP Facilitation team is ideally made up of a NAMI Affiliate, a CIT trained officer, and mental health care provider(s). These 3 perspectives are crucial to a CIT and CIP training and utilize their different skill-sets to address mental health crisis, meeting the unique needs of your community.

For Questions, Please Contact: Stacey Mohr, CIT&CIP Program Director
NAMI Wisconsin, 4233 W. Beltline Hwy. Madison WI, 53711 or email to stacey@namiwisconsin.org.
Ph:608-268-6000.

Visit www.citwisconsin.org for more information on Crisis Intervention programs

Cost Breakdown

There are many varying circumstances to factor in when planning a training. Many of the costs depend on your resources and the resources available within the community. Having your community stakeholders on board with bringing the philosophy of CIT&CIP is very important and beneficial to the local buy-in.

Connect with your community to see what resources are available to use.

Create a detailed budget breakdown. When thinking about cost for a CIT training you have to factor in:

- Food-small breakfast, snacks, and a full lunch. Coffee and drinks throughout the whole day
- Space for training-use community resources to find a room with no fee
- Supplies- binders, handouts, marketing and advertising tools, powerpoint presentations, etc.
Each attendee should have all needed information in a binder/folder or have on a zip drive (optional)
- Equipment-projectors, laptops, iPod shuffles for Hearing Voices Simulation, etc.
- Actors/presenters/speakers- these individuals are encouraged to participate in a training for no charge, but if they are traveling, missing work, etc. it is nice to provide them with a stipend if available (usually a \$20-\$25 gift card)
- Overhead fees- costs associated with providing some sort of a stipend to your facilitation team for the time and energy of planning the training

Ways to Eliminate Costs:

- Reach out to local connections with mental health care providers and agencies to present/speak at the training. The NAMI Wisconsin CIT/CIP Program Director has a regional ongoing database of speakers and presenters that can be contacted to participate in your training if needed.
- Reach out to universities and theater groups for the actors (for CIT trainings).
- Connect with your local NAMI to obtain family members or consumers to speak about their personal experiences.
- Use a local facility for free room space.
- Inquire about donated or discounted food rates at local establishments.

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The NAMI Wisconsin CIT&CIP Expansion Grant

NAMI Wisconsin received the CIT&CIP expansion grant and may be able to provide some financial assistance for your training.

Please see: [NAMI Wisconsin CIT&CIP Expansion grant: Frequently Asked Questions Handout.](#)

When requesting funds from the NAMI Wisconsin CIT&CIP expansion grant we first need to ensure that the training taking place will adhere to the Memphis model, which the CIT philosophy is based off. Adhering to this model includes the involvement of community stakeholders, creating community buy-in, and having those key partnerships of NAMI, law enforcement, and mental health care providers involved.

Moving forward from there, we require the sharing of information such as the class rosters, presenters/speaker rosters, and pre/post evaluations. If using funds from the NAMI WI CIT&CIP Expansion grant, we also require that you adhere to our policies, using our documents and having open communication regarding the training. This process can be discussed in more detail once you are farther along in the funding request application/process.

Next Steps: Resources and Planning your Training

A Trainer's Portal is located on the CIT&CIP Wisconsin website, www.citwisconsin.org, for all WI CIT/CIP Facilitators. This portal is an information and resource sharing platform, created to be of assistance during the planning of your training. It contains sample agendas for both trainings, handouts, roster templates, funding request forms, the Hearing Voice Simulation activity, video links, the pre/post evaluation, and the WI CIT&CIP Facilitator's contact list for state.

The password for the Trainer's Portal will be provided once your community/county has a Coordinating Committee, a Facilitation team established, and have contacted the NAMI Wisconsin CIT/CIP Program Director. You will also be provided with additional resources, toolkits, and materials needed to begin the planning of your CIT or CIP training and are ready to launch your county/community as a CIT & CIP training location and hub.

Thank you for you dedication and passion to crisis intervention and welcome to the CIT&CIP Wisconsin community!

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