# CRCG Training Toolkit

## Introduction

The Community Resource Coordination Group (CRCG) Training Toolkit equips CRCG leaders and members with knowledge and tools to build, strengthen and sustain their local CRCG. It covers introductory CRCG information, steps to establish a CRCG, roles and responsibilities of leaders and members, the CRCG process and more. Additional tools and resources are available on the CRCG Training Toolkit webpage.

## Role of the HHSC CRCG Team

The Texas Health and Human Services Commission (HHSC) CRCG team supports collaboration across programs, departments and agencies to enhance policy development, stakeholder collaboration and the use of best practices.

The HHSC CRCG team oversees the State CRCG Workgroup, which includes representatives from each state entity identified on the CRCG Memorandum of Understanding, representatives from community organizations, local CRCG leaders, and caregiver, family and peer representatives.

The HHSC CRCG team, in collaboration with the State CRCG Workgroup, supports local CRCGs by providing guidance, training, tools and technical assistance.

## Training and Technical Assistance Tools

Local CRCGs can access a variety of training resources and technical assistance tools on the CRCG website, as described in the below sections.

### CRCG Training Toolkit

The CRCG Training Toolkit offers in-depth guidance for CRCG leaders and members. The toolkit is organized into user-friendly modules and integrates content from recorded training videos, worksheets and other supporting resources. The CRCG Training Toolkit includes customizable forms and templates, such as a referral form

and individual service plan template, that local CRCGs can use or adapt to meet their unique needs.

## Communication and Outreach Materials

Ready-to-use communication and outreach materials are available to help local CRCGs increase awareness, recruit new members and promote their work in the community.

## Monthly Leader Trainings and Bridge Calls

The HHSC CRCG team provides training and technical assistance to CRCG leaders and answers their questions during a monthly CRCG Leader Training and Bridge call. Each call includes time for breakout rooms led by the regional coordinators, allowing leaders to connect and build partnerships with other CRCG leaders.

- **Date:** Second Wednesday of every month
- **Time:** 10–11:30 a.m. Central time
- **How to Join:** The HHSC CRCG team sends all CRCG leaders a calendar invitation with meeting access details. HHSC encourages all CRCG leaders to attend and share the meeting information with their members.

## Data Collection and Reporting

The HHSC CRCG team collects and analyzes data on CRCG activities, including the number of people served, recommended resources and agency participation. This information informs training and technical assistance efforts, identifies gaps and barriers, and communicates local CRCG successes and needs to the Texas Legislature and Governor's Office.

## Additional Support

CRCG leaders can request tailored training or technical assistance from the HHSC CRCG team. Support is available virtually, by phone or in person.

**Contact Information**
**HHSC CRCG Team**
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