

CityLAB Project Agreement Winter 2024

The role of the project agreement is to document the expectations for the project, define objectives, clarify constraints or limitations, and outline responsibilities to ensure clarity for the project.

CityLAB can help you and your partner complete this document, feel free to reach out for support at any time. Email us at citylab@hamilton.ca

Project Title: Navigating perinatal mental health services

Is this project continuing from a previous CityLAB project?

Yes

No

If yes, what was the project title:

Challenge summary

Please summarize the challenge you wish to work on solving in plain language in one sentence.

Design & build an interactive, easy to update digital solution that lists appropriate perinatal mental health services.

Project Description

What is the problem you are trying to solve and what is the context?

If applicable, use the original challenge description found on www.citylabhamilton.com/challenges.

The mental health concerns of those who are pregnant or given birth in the last 12 months (perinatal mental health) have increased since the COVID-19 pandemic.

There is a recently formed Perinatal mental health workgroup in Hamilton led by the City of Hamilton Public Health Services. Members of the workgroup represent Hospitals, Midwifery, Primary care, Community Health Centres, Mental health services and Social services. Although there is an [Ontario Perinatal Mental Health pathway](#), the workgroup has identified that there is a need to better coordinate perinatal mental health services across Hamilton so individuals can access the right service at the right time.

The first step to coordinating services is being able to navigate through the existing perinatal mental health

	<p>services in an easy way. The workgroup has identified that a digital solution is needed for health and social service professionals. This digital solution should be interactive, easy to use and easy to keep updated as services change and possible to scale up in the future. The solution should be easily accessible by wide variety of community health and social service providers and aligns with organization policies and privacy legislation</p>
<p>Background Research (optional)</p> <p>What kind of research will be required to pursue the challenge?</p>	<p>It is not anticipated that background research will be needed to pursue the challenge, but work previously done will be shared with the project team.</p> <p>For background on perinatal mental health:</p> <ul style="list-style-type: none"> • https://globalnews.ca/video/9667158/raising-awareness-around-perinatal-mental-health-in-canada • https://www.cbc.ca/news/health/more-new-mothers-are-seeking-mental-health-supports-amid-overwhelming-strain-during-the-pandemic-1.6053857
<p>Communication Plan</p> <p>How frequently will partners from different institutions communicate, in what method and who will initiate.</p>	<p>Communication: Other (please specify) combination of virtual (via webex) and the option to meet in person</p> <p>Frequency weekly communication</p> <p>Initiator students will contact the city staff member</p>
<p>Timeframe</p> <p>Will the project run for one or two terms?</p>	<p>One Term</p>
<h2 style="color: #4F81BD;">City Staff Information</h2>	
<p>City staff details</p>	<p>City staff name: Erin Fuller,</p> <p>City staff department: Healthy Families, City of Hamilton</p> <p>City staff position: Program Manager - Health Promotion</p>

<p>Additional City staff</p> <p>If applicable include names, emails, and positions of additional staff supporting the project.</p>	<p>Vanessa Rachiotis, Health Promotion Specialist - Elizabeth Snider, Public Health Nurse -</p>
<p>Intended Outcomes</p> <p>How will this work be used by City Staff once the project has been completed?</p>	<p>Digital solution will be created into a final product internally through the City of Hamilton, through PMH workgroup or via an external vendor. The product would then be shared and promoted with community providers and clients.</p> <p>We anticipate this product will have a positive and meaningful impact for individuals with perinatal mental health concerns within Hamilton. The product will allow for healthcare and social service providers to easily connect their patients to appropriate mental health services.</p>
<h2 style="color: #4F81BD;">Instructor / Course Information</h2>	
<p>Instructor and student details</p>	<p>Instructor name: Andrea Hemmerich</p> <p>Instructor phone number:</p> <p>Course name: SEP761</p> <p>Number of students:</p> <p>Student names (if known):</p>
<p>In Scope</p> <p>Clarify the components of the project that are feasible for this course/term.</p>	
<p>Out of Scope (optional)</p> <p>Clarify the components of the project that are not feasible for the course/term.</p>	
<p>Student Learning Objectives (optional)</p> <p>By the end of this project/term, students should be able to:</p>	

Project Deliverables, Timelines, and Strategic Priorities

For the below table, please select all options that apply to your project. The dropdown boxes contain common checkpoints and milestones to help you envision the partnership. Please use the notes column for extra detail as needed and feel free to add in your own relevant items.

Timeline	Notes	Date
Pre-semester meeting between faculty and staff		November 27 th
Class visit #1		January 17th
Group meeting with staff	With staff and/or community partners	January 26th
Group meeting with staff	Weekly check-ins	January-March
Students share draft work		March 6th
Staff and/or community partners provides feedback		March 13
Final Deliverables – Please select from the drop-down menus below		
Other (please specify) Prototype developed	Presentation of prototype to community partners if feasible (date TBD)	March 28
Choose an item.		
Choose an item.		
Choose an item.		
CityLAB Deliverables		
Infographic and 3-minute Video		TBD
Presentation and/or video at Project Showcase **		TBD
Alignment with City of Hamilton Strategic Plan Priorities:		
<input checked="" type="checkbox"/> Community Engagement and Participation <input type="checkbox"/> Economic Prosperity and Growth <input checked="" type="checkbox"/> Healthy and Safe Communities		



- Clean and Green
- Built Environment and Infrastructure
- Culture and Diversity
- Our People and Performance

Please submit your project agreement to CityLAB by emailing citylab@hamilton.ca before January 2024 for Winter semester projects.

CityLAB Deliverables and Semester Schedule

****PLEASE NOTE:** If you are completing a project over two consecutive terms, students will only be required to participate in one of the Project Showcases.

Project Agreements Due	January 5, 2024
Mid-Semester Check-in (CityLAB and faculty)	February 19-23, 2024
Project Showcase Materials Due	March 28, 2024 (tentative)
Project Showcase	April 5, 2024 (tentative)
Project Data and Reports due (final day of classes)	April 12, 2024
Exit Surveys sent to faculty and City staff (to be completed by staff and faculty)	April 15-19, 2024
Post-Project Check-in with City staff	April 15-19, 2024