

**NC SPF SIG
GUIDANCE ON STRATEGIC PLANNING PHASE**

Budget Issues

- For SFY 08-09 (i.e., beginning July 1, 2008), LMEs will have \$100,000 per community to distribute for implementation. This will include a required set-aside of 10% for evaluation purposes (e.g., staff time for data collection, data entry, etc.). The State will work with the LMEs to ensure that counties are not delayed by contracting issues.
- LMEs/communities should submit a 1 year budget, with the expectation that there will be at least two additional years for implementation (federal funds permitting). The strategic plan should describe their vision for the three-year project, but implementation details are expected to be clearer and more complete for the first year than for subsequent years, and the implementation budget should match the first-year implementation plans.
- LME/communities will be prohibited from using SPF funds for capital expenses (e.g., buildings, vehicles, etc.), but will generally not be restricted on strategy-related expenses (though, of course, the LME will review all budgets with input from the Division).

Guidance about Strategic Plans

- There is no “hard and fast” rule about how much time communities can devote to capacity building versus implementation. It should be clear, however, that this is not a capacity development project—rather it is an implementation project that supports capacity development to deliver the strategies with the best chance of success during the next three years. That is, communities are expected to develop and implement strategies that have a good chance of reducing county-level indicators of alcohol-related traffic crashes and deaths within the grant period.
- Communities can choose to target their strategies to particular subgroups or to target the broader population, as long as the approach is supported by data AND the approach has a good chance of reducing county-level indicators of alcohol-related traffic crashes and deaths.

Submission of Strategic Plans

- Communities must submit an electronic version of their plans to PIRE (lstockton@pire.org), as well as to their CPRs and LMEs. Drafts are due by May 15 and final versions by June 15.

Roles of the CPRs

- CPRs are expected to play an active role in the development of each community's strategic plan. This includes communicating regularly with community representatives to check on progress, seeking opportunities to provide TA, hosting at least one regional meeting, participating in bi-weekly TA calls, and attending community meetings (as schedules allow). CPRs are encouraged to review and provide guidance to the counties on preliminary drafts of the strategic plans.