

**NC SPF SIG**  
**GUIDANCE ON IMPLEMENTATION PHASE, DOCUMENT I**  
**4-24-09**

**Consulting with the CPR about Strategy Adaptations and Strategic Plan Revisions**

It is necessary for communities to make many decisions about strategy implementation, and communities are not required to seek input about all of these choices. However, communities are required to seek guidance from their CPR about choices that could alter significant aspects of their strategic plan or their plans to follow the best practices for implementing core elements of a strategy (these choices include any changes to information that is listed in the final, approved project logic model and any changes to the plans to implement the core elements of each strategy that are listed in the pre-implementation forms).

**Documentation and Approval for Strategy Adaptations and Strategic Plan Revisions**

Strategy adaptations do not require prior approval from the state, but all such adaptations should be documented using the quarterly reporting instrument that will be developed based on each community's pre-implementation forms.

All proposed changes to a community's approved logic model should be made only after the Implementation Organization has consulted with their CAP, LME and CPR, and after they have received approval from PIRE and the Project Director. To receive approval for this change, the Implementation Organization should email a memo to their PIRE regional representative and to the SPF SIG Project Coordinator (Virginia Johnson) in the state office (CCing their CPR and LME); the memo should describe the proposed change, why the change is appropriate for the community project, and any objections to the change raised by the CAP, LME and the CPR. [Please contact your CPR if you need email addresses for any of these entities.]