

Outline for Community Level, Three-Year Strategic Plan

All page lengths are recommendations and assume single space.

1. Brief description of community (1/2 page)

Provide a brief description of the community including information such as population, size, location, geographic types (e.g., rural, suburban, urban), employment, industry, racial, ethnic, age distribution, etc. Provide the setting in which the SPF SIG interventions will take place. Provide a statement that spells out the community's general vision for prevention activities at the community level for a three-year period. Do not rewrite the Needs Assessment. Just provide some context to interpret the plan.

2. Brief recap of needs assessment methods (1/2 - 1 page)

What methods were used to collect data on the Intervening Variables (IVs)? Did you do everything that was suggested in the Needs Assessment document or only some of it? Did you assess all the IVs or just some?

3. Brief summary of needs assessment results including (1 - 2 pages):

- Priority IVs based on the data and any other considerations (and explanations for choosing them)
- Contributing factors related to the priority IVs
- Targeted geographic area (if any)
- Targeted population (if any)
- Add Logic Model 1 to this section to assist in your discussion

4. Identification of evidence-based strategies to address IV's (3 - 5 pages)

For each priority IV and associated contributing factors, please provide the evidence-based prevention strategy or strategies that will be used to target them over the course of three years and explain why those strategies are the best to use in your community. Include information such as the likelihood of impact on the IVs, the capacity and readiness to implement strategy, and the cost. Also, identify the target population(s) or geographic areas for each strategy if applicable. *Make sure the strategies actually address the indicated priorities and there is a logical link between the strategies and desired outcomes related to the IVs and contributing factors.* You must provide justification for each strategy your plan to use.

5. Logic Model 2 (that connects IVs, contributing factors, and strategies) (1 page)

Use the format provided by PIRE to create your logic model. There must be clear links between the strategies and contributing factors, and the contributing factors and intervening variables.

6. Assessment of capacity, and plans to build capacity to implement and sustain strategies (1-2 pages)

Using the materials provided by PIRE and any other relevant documents, provide an overview of the community's readiness and capacity to implement the identified strategies within the targeted subpopulation and/or geographic area. Discuss any plans to enhance capacity and readiness around the strategies. Please focus on how you will be building capacity that will sustain progress towards the overall objectives after the project is over (e.g., knowledge, training, and experience, commitment from local agencies and coalitions, creation of coalitions, working groups, etc.).

7. Identification of Implementation Organization and community partners (1/2 – 1 page)

Please provide information about the Implementation Organization that will coordinate efforts in the community (we strongly suggest one per community) and community partners that will be involved in implementing strategies. Identify who will lead and assist with each strategy.

8. Plans to address cultural competence (1/2 – 1 page)

For this section, consider cultural competency broadly. For example, consider whether key players and advisors complement and reflect your target populations. Discuss their familiarity and expertise with targeted subpopulations. Consider whether the selected strategies are culturally appropriate or will be modified to be more culturally appropriate. Identify local media outlets that will be used to reach target subpopulations. Identify any local people or organizations that may assist in the implementation of strategies to ensure cultural competency. Consider if any additional trainings should be conducted with local staff or partners.

9. One-Year Implementation Plans of the Partners (for June 15 final version) (1 - 2 pages each)

Using the form provided by PIRE, provide implementation details for the next year on each strategy including who will be responsible for implementing it, the various tasks involved in implementing it, a timeline, resource and training needs, and estimated cost. You will also need a formalized agreement with those organizations and people who will be assisting in the implementation. Therefore, you will want to write these plans with input from the designated partners. These implementation plans will be your road map for the implementation process and information provided in the plan will be used in the process evaluation. To the extent that you can be more detailed, the better your roadmap; however, you can always add more details as you move through the process and learn more.

10. Budget (more details to follow)