#### Office of Juvenile Justice & Delinquency Prevention Tribal Youth Resource Center

FY2018 Cohort Strategic Planning Meeting

Developing Activities, Timelines & Linking Program Resources Juvenile Healing to Wellness Courts



#### Another Layer



## You have worked on goals and objectives. *Now*, how will you ensure that you achieve your objectives?

## **ACTIVITIES & TIMELINES!**



# TRIBAL YOUTH

#### Activities + Timeline = Action Plan

#### ACTIVITIES

- Activities are step-by-step instructions to accomplish your objectives.
- These are "tasks" that can be assigned to specific people/workgroups/committees.
- Activities are S.M.A.R.T.
- Activities must be put into a timeline to stay on track.

#### TIMELINES

- Include activities, assignments, and dates generally in chronological order.
- Timelines may capture a defined time period.
- Timeline structure may vary:
  - Text
  - Numerical (Graphs, Charts)
  - Interactive (Electronic Timelines)

### Activities Example



**Objective 1:** Increase Tribal and Local county partnerships from 4 to7 (75% increase) to support youth referral and service processes within the Tribal Juvenile Healing to Wellness Court within nine (9) months. **Activities to support Objective 1:** 

- 1. Within <u>30-45 days</u>, the **JHTWC team** will work with the Community Advisory Committee to identify a list of potential Tribal partners and local county partners.
- 2. Within <u>120 days</u>, the **Wellness Court Coordinator** will set meetings with at least 5 local county/Tribal partners to discuss potential partnerships.
- 3. Within <u>6 months</u>, potential partnerships with at least 3 partners will be outlined and finalized with an MOU within nine months. **Coordinator and Judge** will work together.

#### Resource Mapping

# Who can assist with the tasks to help achieve your objectives & meet your goals?



### Group Activity



#### Teams will map the resources in their community.

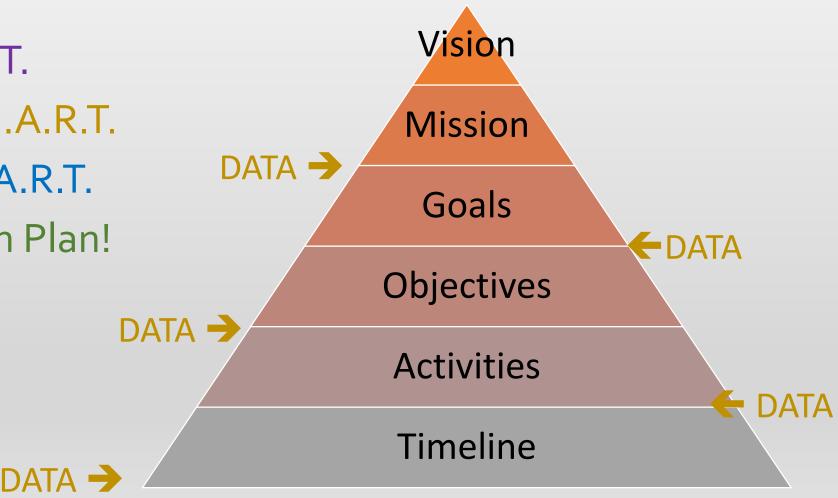
Using the flip charts, brainstorm and list all available resources, services, tribal-county-state agencies, and programs that could serve as **potential partners**.

Share with the larger group.

### Putting it All Together



Goals = S.M.A.R.T. Objectives = S.M.A.R.T. Activities = S.M.A.R.T. Timeline = Action Plan!



### Activities Example



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#### Each team will pick 1 objective.

# Using the flip charts, write **time-bound activities** and **assignments** for that objective.

Share with the larger group.

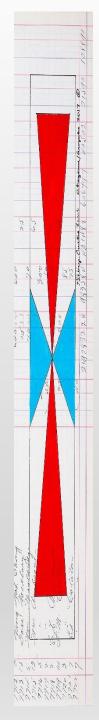
#### Conveying Your Plan



You worked hard on developing your goals, objectives, and activities. Now it is time to show it off.

Information conveyed in paragraph/text heavy format can be cumbersome to read at a glance and organization is limited.

**Timelines** help to present the key bits of information in an easy to digest and visually appealing manner.



### Why are Timelines Important?



✓ Timelines assist with providing a visual examples for stakeholders and partners

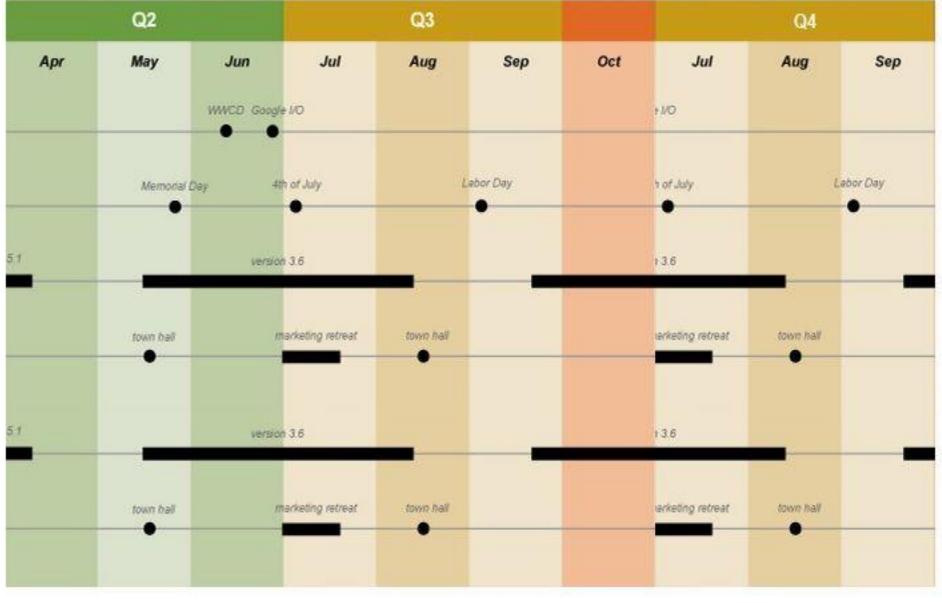
✓ Timelines provide a clear guide for project activities and help with accountability.

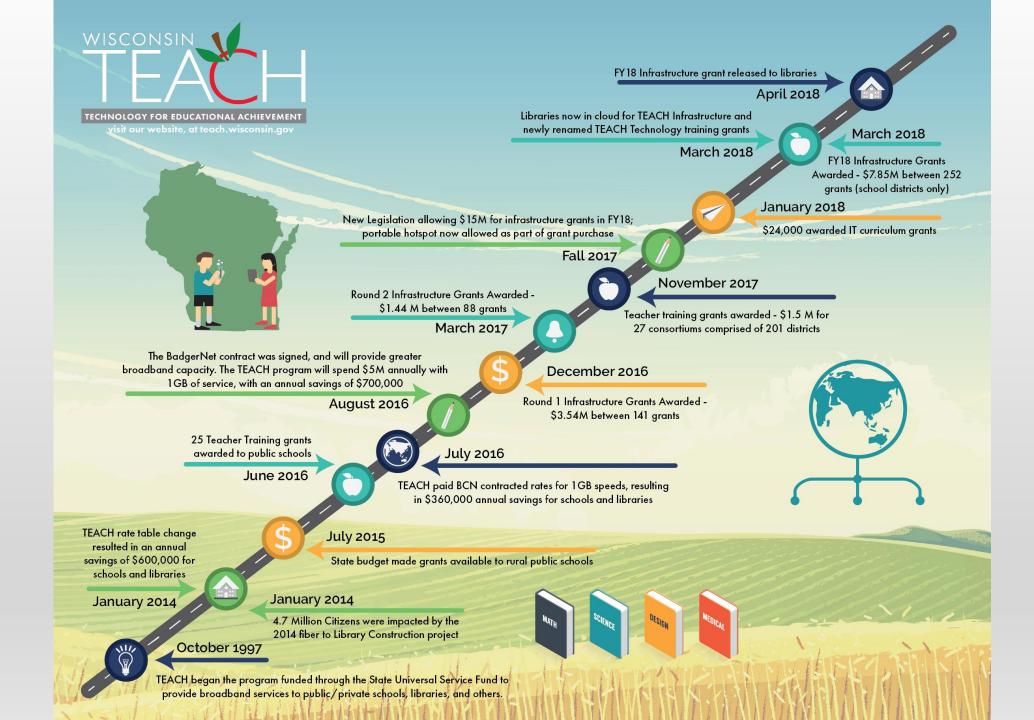
✓ Timelines assist with data collection and evaluation processes.

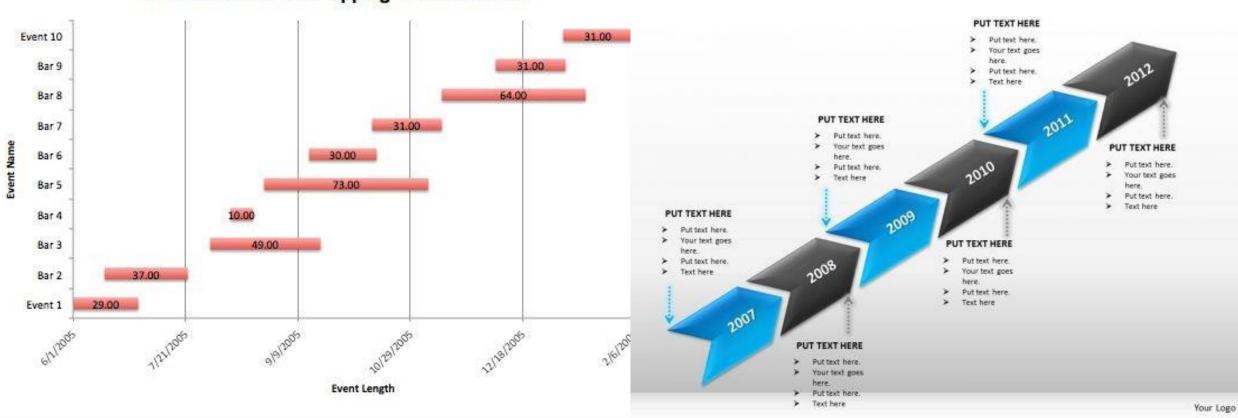
Brentwood Highlands Fitness Program Timeline Chart, Year 1					
Activities/Milestones	Year 1 July 1 – June 30				Key Person/Group
	1" Qtr.	2nd Otr.	3 <sup>re</sup> Otr.	4ª Otr.	Responsible
Community Association governing body for Brentwood Highlands formally accepts the grant award by resolution adoption	*				Community Association Board of Directors
Creation of fitness activity preference survey	iRi.			-	Activity Director
Distribution of fitness interest and past activity involvement survey via delivery to every occupied mobile home in the park's six block sections	<i>.</i> #1				Block section captains
Free-of-charge community cookout to collect surveys and tour the new fitness facility	*				Community volunteers Activity Director
Use survey data to identify fitness activity leaders from within and outside of the community	M				Activity Director
Meet with interested fitness activity leaders to discuss their day/time/interest preferences	- 46				Activity Director
Use survey data to develop list of indoor and outdoor classes and events to be offered weekly	<i>#</i> )				Activity Director
E-mail blast activity schedule to all residents (those residing in the park and winter visitors who arrive by October 1 annually)	*				Activity Director e-Newsletter Coordinator
Classes and other activities begin		- 26	10	1	
Develop retention incentives for all fitness activities	- 14		S		Activity Director
Develop evaluation forms for residents to rate instructors and activities (type, time, day, intensity)	*				Grand Canyon University Evaluation Intern



## **Calendar Timeline Template**







A Timeline with Overlapping Events in Excel

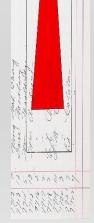
#### TIMELINE GRAPHS - 6YEARS/MONTHS

## Group Activity



In your teams, create a visual timeline of your choosing for the goal, objective, and activities you developed earlier.

Share with the group.



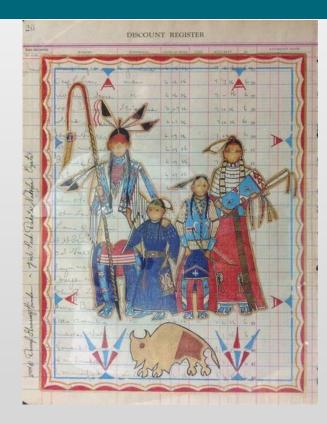
## Questions?

23





#### Thank you for your participation









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