**Summer Plan TEMPLATE**

**About the Plan**

* Very brief narrative summarizing the planning process
* Names of key collaborators
* Person to contact for more information about being a part of the plan

**State/Community Assessment**

* Baseline information about
* FRAC Assessment Findings (if any)
* Other data presented by partners

**State/Community Vision**

* This is a place to share the major themes developed through the collaborative planning process

**State/Community Goals**

* State the goals developed for the collaborative, such as increases in meals, children served, sites, sponsors, etc.

**201X Targets**:

* List the specific geographies or stakeholders the collaborative wants to impact

**Detailed Plans**

*SAMPLE: SPONSOR ENGAGEMENT*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Challenge/Opportunity | Strategies | Activities/Resources | Person/Org | Due |
| *Too few sites in Neighborhood B* | *Recruit Sites* | *SA contact sponsor in the area* | *State Agency* | *March*  |
|  |  | *Identify community leaders in the area* | *NKH*  | *March* |
|  |  | *Contact local health and safety department - find kitchen ready locations*  | *State Agency* | *March* |

OUTREACH

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| --- | --- | --- | --- | --- |
| Challenge/Opportunity | Strategies | Activities/Resources | Person/Org | Due |
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SPONSOR ENGAGEMENT

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| --- | --- | --- | --- | --- |
| Challenge/Opportunity | Strategies | Activities/Resources | Person/Org | Due |
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PROGRAM IMPROVEMENT

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| --- | --- | --- | --- | --- |
| Challenge/Opportunity | Strategies | Activities/Resources | Person/Org | Due |
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**Appendices (If desired)**

* Schedule for summer check-in calls
* Name, organization and contact information for planning meeting attendees
* Meeting notes from planning session