Implementation Plan Template

Action Step: Develop an Implementation Plan

Overview
Document and track action steps for implementing intervention strategies.

Purpose
This is a generic, high-level implementation plan template that outlines the action steps needed to implement your selected evidence-based intervention/program(s). Individual implementation plans can be made for each intervention/program.

When to Use This Resource
Use this resource to assist your team in developing implementation strategies for your selected evidence-based intervention(s).

Activity Details

Who to Involve
Public Health and Safety Partnership Coordinator, and/or Leadership Team and/or Intervention Subcommittee/Working group.

Time Needed to Complete
Plan to spend at least 15–30 minutes completing the plan. More or less time may be needed to completely update the plan, depending on the number of interventions included, and the number of action steps needed for each.
Format & Filetype

Word document template for completion.

Resources/Materials Needed

- Completed Barriers and Facilitators Activity
- Completed Identify and Design Supports Activity
- Any other to-do lists related to improving local interventions

Companion Resources:

- Data to Action Infographic
- Module 3 System Mapping
- Barriers and Facilitators Activity
- Prioritization Activity
- Identify Supports and Design Changes
- Partner Tracking Tool

What's Included

- Detailed instructions
- Next steps
- Completed examples

Not Included

- Facilitator notes