

JFSAP Implementation Planning Template

Assessment		Vision	
<p>Needs <i>(What are the current needs?)</i></p> <ul style="list-style-type: none"> • financial readiness • increase physical and mental health care access • legal assistance for readiness • child care 		<p>Goal <i>(What do we want?)</i></p> <ul style="list-style-type: none"> • Build community capacity to deliver services to military members and their families that foster independence • Maximize the effectiveness of existing resources (military and civilian) to ensure service member/family readiness 	
<p>Resources <i>(What are the existing resources?)</i></p> <ul style="list-style-type: none"> • Community partnerships and relationships (including ISFAC) • Existing personnel • Grant programs • Support of leadership (state & military) 		<p>Success <i>(What does success look like?)</i></p> <ul style="list-style-type: none"> • Increased utilization of services and programs offered by the Military Support Team • Increased readiness awareness 	
<p>Service Gaps <i>(What are the service gaps?)</i></p> <ul style="list-style-type: none"> • Geographical limitations • No military installations • Medical provider participation and access • 		<p>Principles <i>(What is important as we serve families?)</i></p> <ul style="list-style-type: none"> • independence among our military services members/families • effective Military Support Team delivering all benefits and services needed • 	
Actions			
	<p>What <i>(What action must be taken?)</i></p>	<p>Who <i>(Who is responsible for accomplishing the action?)</i></p>	<p>When <i>(When does the action start, and when is it completed?)</i></p>
	<p>Resources <i>(What funding, facilities, materials, or information is needed and who else needs to help?)</i></p>		

1	Develop an electronic JFSAP orientation manual	Military Support Team	1 Oct 2008 6 months deadline	Job descriptions, acronyms page, protocol, staff development training, ISFAC description, etc.
2	Develop MOAs with ISFAC members and existing partners	Military Support Team	Start immediately. Finish within 1 year.	MOA template – Best practices. Directory of membership. Establishment
3	Develop an electronic military directory of units within the State (all components)	Military Support Team	Start immediately. Finish within 1 year.	Dept. of military/public affairs Command Public Affairs Office
4	Seek add't'l partnerships to build capacity	Military Support Team	Start immediately. Finish within 1 year.	ISFAC Existing partnerships JFSAP team members Marketing materials
5	Utilize existing regional networks	Military Support Team	Start immediately. Finish within 1 year.	FRNs, DOE, Childcare Associations, Adolescent Health Coordinators, Red Cross, RESA, VSOs, Behavioral Health Assoc.
Communications			Implementation Monitoring	
Sharing <i>(How do we publicize our intentions with stakeholders?)</i> <ul style="list-style-type: none"> • Commanders, FRGs, newsletter, State Family Council, ISFAC, schools, regional networks • 			Monitoring <i>(How do we track our progress?)</i> <ul style="list-style-type: none"> • Assessments / Evaluation reports • Verbal feedback / Surveys • Track & compare goals, objectives and activities with our state implementation • 	
Learning Network <i>(How do we learn from other state teams?)</i> <ul style="list-style-type: none"> • Review of best practices • Attend additional trainings 			Updating <i>(How do we adjust the plan as the situation changes?)</i> <ul style="list-style-type: none"> • Quarterly review & adjustment • Mission awareness / leadership guidance & input 	

• **Communication with counterparts in other states**

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