

TC2 Process Overview: a work in progress ...

	Attendees & Participants	Work	Resources
Kick-Off Event	Everyone: LWG, Committees, Review Panels, General Public, Town & School Officials ... e-mail participants	<ol style="list-style-type: none"> 1) Inform community of project; describe, discuss time line 2) create vision statement 3) Sign up volunteers 4) Promote project, create awareness and develop support 	
Needs Assessment Phase	Committee Work 05/08/08	Develop Gap Analysis Report <ul style="list-style-type: none"> - summarize gaps / Barriers - provides goals, objectives to address 	
Community Reviews (main & ECC)	10/08 Everyone: LWG, Committees, Review Panels, community TV	<ol style="list-style-type: none"> 1) Share project, successes 2) Review Data and Gather feedback <ul style="list-style-type: none"> - vision - gaps/barriers - indicators - goals and objectives 3) Recruit new members to fill gaps 	
Planning Phase	Committee Work 01/09 LWG - consider feedback regarding opportunities for collaboration	Refine Goals and Objectives based on feedback <ol style="list-style-type: none"> 1) Develop measurable results related to goals and objectives <ul style="list-style-type: none"> - indicators to measure progress - recommend strategies to close gaps 2) Identify action areas <ul style="list-style-type: none"> - in town - beyond town borders 3) ID agencies, organizations, individuals that impact gaps/barriers to develop strategies for collaboration and linking services 4) Define resources and costs necessary to carry out strategies. 5) Determine how this process can be sustained. Identify individuals, organizations, officials, collaborations that would sustain a coordinated system. (e.g. gathering reports and measured results from all involved and reporting to community on regular basis) 	
Presentation	LWG & Everyone	<ol style="list-style-type: none"> 1) make presentations and ask for commitments <ul style="list-style-type: none"> - Present to town council - Present to Board of Education - Obtain Memorandum's of Understanding (MOU's) detailing responsibilities - Present a Schedule of Reports 2) Publicize! 3) Celebrate! 	
Implementation			