**Smart Source Data Use Training – Building an Action Plan**

**Task:** You are working as a team to develop an action plan to implement school health strategies that address one of the identified areas of need. You must select one priority on which your action plan will focus.

1. Identify a priority area cited by one of your team members.
2. Identify 1-2 solutions on which your team intends to focus your action plan.
3. Complete the action plan matrix below.
4. Be prepared to report out, spending no more than 1 minute summarizing your process.

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|   | **Importance** | **Feasibility** | **Planning** | **Results** |
| **Potential Solutions** | Can the proposed solution be linked to best practice? *(If so, how? If no, consider another solution).* | Will this solution likely lead to behavior/policy change? *(If so, how? If no, consider another solution).* | Will administrators, staff, parents, and students support this? *(If no to most of these, consider another solution).* | What resources are needed to carry this out (i.e. partnerships, champions, supplies)? Which of these resources are at your disposal? | What activities are needed to work toward this solution (i.e., points of communication, ordering materials, trainings)? | What is the associated timeline for each activity? | What are the anticipated outcomes you might expect to see (i.e. increase by staff in physical activity)? | How will you measure success of this solution? |
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|   | **Importance** | **Feasibility** | **Planning** | **Results** |
| **Potential Solutions** | Is this considered a best practice? *(If no, find another solution).* | Will this lead to behavior/policy change? *(If no, find another solution).* | Will administrators, staff, parents, and students support this? *(If no to most of these, find another solution).* | What resources are needed to carry this out (i.e., partnerships, champions, supplies)? Which of these resources are at your disposal? | What activities are needed to work toward this solution (i.e., points of communication, ordering materials, trainings)? | What is the associated timeline for each activity? | What are the anticipated outcomes you might expect to see (i.e. increase by staff in physical activity)? | How will you measure success of this solution? |
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