

Attachment 4

PROPOSED APPROACH FOR DEVELOPING THE CHILDREN AND YOUTH MASTER PLAN IMPLEMENTATION PLAN

(Revised June 9, 2014)

The Implementation Plan must identify implementation targets, engage the community, marshal public and private initiatives, and establish a practical process for tracking outcomes and determining impact.

Proposed Infrastructure

- Lead agency/backbone for day to day operations: City Department: Department of Community & Human Services (DCHS), Center for Children & Families, Office of Youth Services.
- Lead collaborative: City & Schools Staff Group (CSSG), responsible body for overall coordination of the implementation plan and engaging nonprofit and community groups.
- Lead financial resource developers: DCHS (City); ACPS: and ACT for Alexandria (Nonprofit).
- Children, Youth & Families Collaborative Commission, as architects of the CYMP, will have major responsibility for monitoring the Plan's implementation and progress in achieving outcomes/impact.

Initial First Steps

- City Manager and Superintendent task the CSSG with the responsibility for overseeing the implementation of the Children and Youth Master Plan, by June 30, 2014.
- City & Schools Staff convene a meeting to review the plan and the proposed approach for developing the CYMP Implementation Plan, by June 30, 2014.
- CSSG approve a final CYMP IP development process, by July 31, 2014.
- City Manager & Superintendent, through the CSSG Chairs, would identify specific CSSG agency leads for each of the Goal focal areas.
- Goal focal area leads would familiarize themselves with the initial action steps outlined in the approved plan.
- CSSG would be responsible for engaging nonprofit organizations as major partners in the developing and executing the Implementation Plan.
- CSSG would convene a work session (or work sessions) on the implementation of the CYMP with City, Schools and nonprofit agency program managers, in July & August 2014.

○ Work Session Goals:

- Categorize the action steps by:
 - Short, intermediate and long-term actions (identification of actions that can be implemented immediately).
 - Required resources (identification of actions that little or no additional funding and those requiring substantial resources).
 - Impact (identification of items having a high impact in producing desired outcomes/results).
 - Identify implementation partners by action step & establishment of action teams.
 - Draft initial implementation action steps for each CYMP goal, by September 2014.
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- DCHS staff would meet with the Forum for Youth Investment, Alexandria City Public Schools Executive Director Accountability, Deputy City Manager Tom Gates, and City's Chief Performance Officer Greg Useem to hold initial discussions on developing a system for tracking outcomes and determining impact, by July 31, 2014.

Anticipated Initial Outcome & Timeframe (of what can be accomplished by September 2014)

- Development of implementation framework.
- Research & selection of performance tracking system.