

Attachments B - E
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MID-SOUTH SUBSTANCE ABUSE COMMISSION
SPF-SIG IMPLEMENTATION PLANNING MATRIX AND TIMELINE
FY 2007-2008

WHO WILL COMPLETE?	COUNTY RESPONSIBILITIES	Jan 2008	Feb 2008	Mar 2008	Apr 2008	May 2008	Jun 2008	Jul 2008	Aug 2008	Sep 2008
County CSPPCs	Write SPF-SIG Strategies into County Implementation Plan, identify service providers, and submit to MSSAC							Due 18th		
Service Providers	Submit Action Plans to County CSPPCs (due October 2008) and MSSAC									
Service Providers & County CSPPCs	Provide Quarterly Implementation Plan Reports and Expenditure Reports to County CSPPCs and to MSSAC									
	MSSAC RESPONSIBILITIES									
MSSAC Executive Director, SPF-SIG Manager, & Finance Director	Allocate SPF-SIG dollars to targeted counties to draft Implementation Plans. Provide protocol for strategies and expected deliverables									
SPF-SIG Prevention Manager	Provide support and technical assistance to County CSPPCs during writing of SPF-SIG Implementation Plans							Due 18th		
SPF-SIG Prevention Manager	Convene and facilitate Regional CSPPC & CEW meetings				CSPPC	CEW			CSPPC	
SPF-SIG Prevention Manager	Convene and facilitate Regional Coordinators' meetings									
SPF-SIG Prevention Manager	Review County Implementation Plans and make recommendations for approval and investment to Board of Commissioners									
MSSAC Board of Commissioners	MSSAC Board approval of County Implementation Plans									
SPF-SIG Prevention Manager	Provide list of SPF-SIG service providers to ODCP									

**MID-SOUTH SUBSTANCE ABUSE COMMISSION
SPF-SIG IMPLEMENTATION PLANNING MATRIX AND TIMELINE
FY 2008-2009**

WHO WILL COMPLETE?	COUNTY RESPONSIBILITIES	Oct 2008	Nov 2008	Dec 2008	Jan 2009	Feb 2009	Mar 2009	Apr 2009	May 2009	Jun 2009	Jul 2009	Aug 2009	Sep 2009
Service Providers	Submit Action Plans to County CSPPCs , MSSAC												
Service Providers & County CSPPCs	Provide Quarterly Implementation Plan Reports and Expenditure Reports to County CSPPCs and to MSSAC												
County CSPPCs	Write SPF-SIG Strategies into County Implementation Plan, identify service providers, and submit to MSSAC										Due to MSSAC		
MSSAC RESPONSIBILITIES													
MSSAC Executive Director & Finance Director	Allocate SPF-SIG dollars to targeted counties based on submitted Financial Status Reports												
SPF-SIG Prevention Manager & Prevention Department	Monitor and oversee County Implementation Plans and contract compliance												
SPF-SIG Prevention Manager	Convene and facilitate Regional CEW & CSPPC meetings	CEW	CSPPC				CSPPC	CEW				CSPPC	
SPF-SIG Prevention Manager	Convene and facilitate Regional Coordinators' meetings												
MSSAC Executive Director & Prevention Manager	Provide contracts and work statements to County Service Providers												
SPF-SIG Prevention Manager	Provide support and technical assistance to County CSPPCs during writing of SPF-SIG Implementation Plans										Due to MSSAC		
SPF-SIG Prevention Manager	Review County Implementation Plans (with assistance of Regional CSPPC) and make recommendations for approval and investment to Board of Commissioners												
MSSAC Board of Commissioners	MSSAC Board approval of County Implementation Plans												
SPF-SIG Prevention Manager	Provide list of SPF-SIG service providers to ODCP												

**MID-SOUTH SUBSTANCE ABUSE COMMISSION
SPF-SIG IMPLEMENTATION PLANNING MATRIX AND TIMELINE
FY 2009-2010**

WHO WILL COMPLETE?	COUNTY RESPONSIBILITIES	Oct 2009	Nov 2009	Dec 2009	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	Jun 2010	Jul 2010	Aug 2010	Sep 2010
Service Providers	Submit Action Plans to County CSPPCs, MSSAC												
Service Providers & County CSPPCs	Provide Quarterly Implementation Plan Reports and Expenditure Reports to County CSPPCs and to MSSAC												
County CSPPCs	Write SPF-SIG Strategies into County Implementation Plan, identify service providers, and submit to MSSAC										Due to MSSAC		
MSSAC RESPONSIBILITIES													
MSSAC Executive Director & Finance Director	Allocate SPF-SIG dollars to targeted counties based on submitted Financial Status Reports												
SPF-SIG Prevention Manager & Prevention Department	Monitor and oversee County Implementation Plans and contract compliance												
SPF-SIG Prevention Manager	Convene and facilitate Regional CEW & CSPPC meetings	CEW	CSPPC				CSPPC	CEW				CSPPC	
SPF-SIG Prevention Manager	Convene and facilitate Regional Coordinators' meetings												
MSSAC Executive Director & Prevention Manager	Provide contracts and work statements to County Service Providers												
SPF-SIG Prevention Manager	Provide support and technical assistance to County CSPPCs during writing of SPF-SIG Implementation Plans										Due to MSSAC		
SPF-SIG Prevention Manager	Review County Implementation Plans (with assistance of Regional CSPPC) and make recommendations for approval and investment to Board of Commissioners												
MSSAC Board of Commissioners	MSSAC Board approval of County Implementation Plans												
SPF-SIG Prevention Manager	Provide list of SPF-SIG service providers to ODCP												

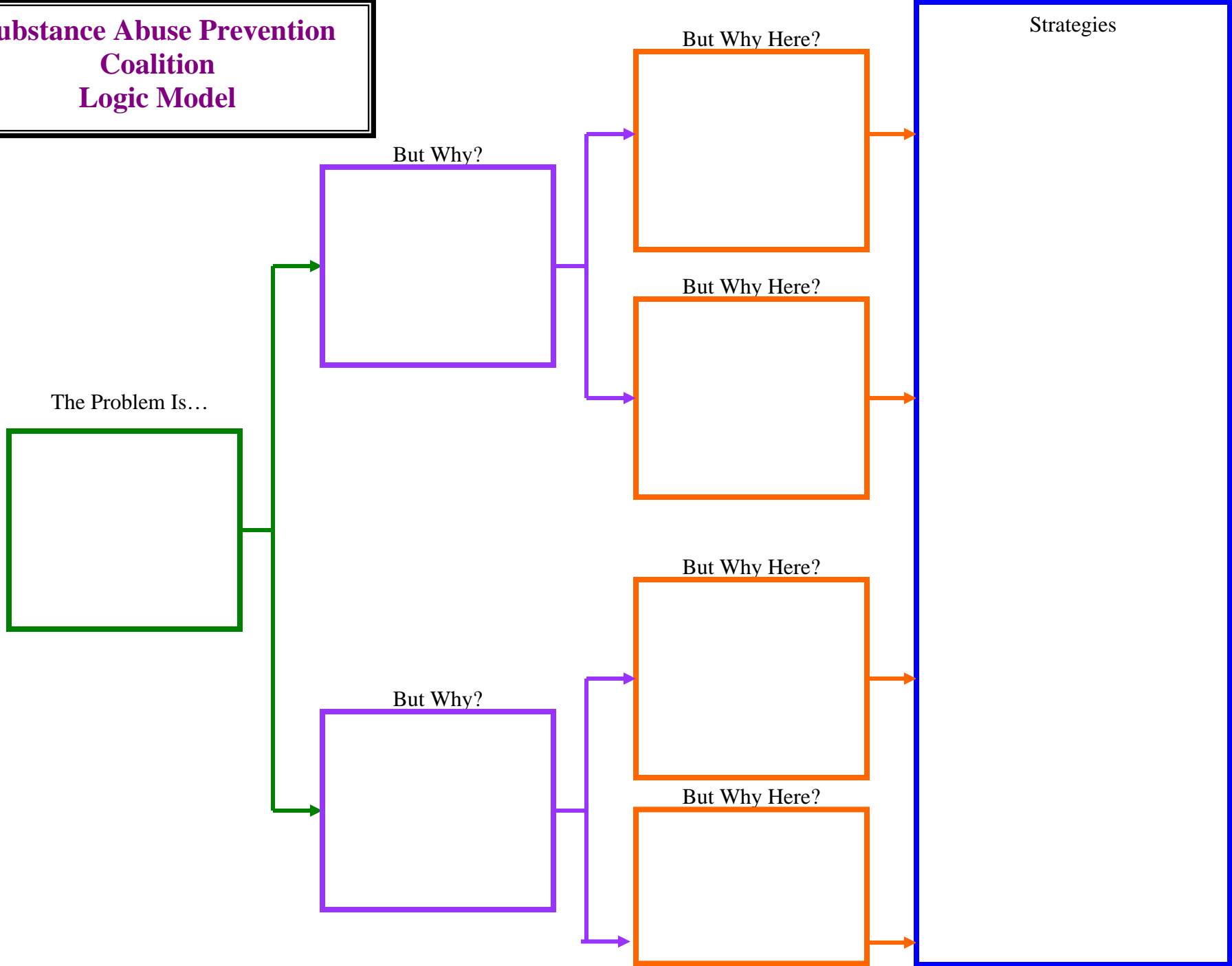
**MID-SOUTH SUBSTANCE ABUSE COMMISSION
PHASE II SPF-SIG IMPLEMENTATION PLANNING MATRIX AND TIMELINE**

WHO WILL COMPLETE?	COUNTY RESPONSIBILITIES	FY 2007-2008			FY 2008-2009				FY 2009-2010			
		2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
County CSPPCs	Write SPF-SIG Strategies into County Implementation Plan, identify service providers, and submit to MSSAC			18-Jul				Due in July				Due in July
Service Providers	Submit Action Plans to County CSPPCs, MSSAC				October				October			
Service Providers & County CSPPCs	Provide Quarterly Implementation Plan Reports and Expenditure Reports to County CSPPCs and to MSSAC			July	October	January	April	July	October	January	April	July
	MSSAC RESPONSIBILITIES											
MSSAC Executive Director & Finance Director	Allocate SPF-SIG dollars to targeted counties based on submitted Financial Status Reports	March										
SPF-SIG Prevention Manager & Prevention Department	Monitor and oversee County Implementation Plans and contract compliance											
SPF-SIG Prevention Manager	Convene and facilitate Regional Coordinators' meetings	January	May		October	January	April		October	January	April	
SPF-SIG Prevention Manager	Convene and facilitate Regional CEW & CSPPC meetings		CSPPC April CEW-May	CSPPC August	CEW October CSPPC November	CSPPC March	CEW April	CSPPC August	CEW October CSPPC November	CSPPC March	CEW April	CSPPC August
MSSAC Executive Director and Prevention Manager	Provide contracts and work statements to County Service Providers											
SPF-SIG Prevention Manager	Provide support and technical assistance to County CSPPCs during writing of SPF-SIG Implementation Plans	March	April/May/June	Due in July		March	April/May/June	Due in July		March	April/May/June	Due in July
SPF-SIG Prevention Manager	Review County Implementation Plans (with assistance of Regional CSPPC) and make recommendations for approval and investment to Board of Commissioners			August				August				August
MSSAC Board of Commissioners	MSSAC Board approval of County Implementation Plans			Sept				Sept				Sept
SPF-SIG Prevention Manager	Provide list of SPF-SIG service providers to ODCP											

**MID-SOUTH SUBSTANCE ABUSE COMMISSION
COUNTY SPF-SIG FUNDING ALLOCATION PLAN**

TARGET HIGH NEED COUNTY	PROBLEM AREA	SPF-SIG ALLOCATION 2007-2008	SPF-SIG ALLOCATION 2008-2009	SPF-SIG ALLOCATION 2009-2010
GRATIOT	1) misuse of alcohol by youth	\$5,000	\$25,000	\$25,000
HILLSDALE	1) alcohol-involved traffic crash fatalities and 2) misuse of alcohol by youth	\$10,000	\$35,000	\$35,000
IONIA	1) alcohol-involved traffic crash fatalities	\$5,000	\$25,000	\$25,000
JACKSON	1) tobacco use and exposure to secondhand smoke by youth and adults	\$5,000	\$25,000	\$25,000
LENAWEE	1) alcohol-involved traffic crash fatalities	\$5,000	\$25,000	\$25,000
NEWAYGO	1) alcohol-involved traffic crash fatalities	\$5,000	\$25,000	\$25,000

**Substance Abuse Prevention
Coalition
Logic Model**



Hillsdale County System Goal 3: Alcohol Traffic Fatalities
Outcomes Targeted for MSSAC Investment

Goal Statement	To reduce alcohol-involved traffic crash fatalities, injuries, and crashes in Hillsdale County						
Objective 1	To impact social norms related to alcohol						
Total amount requested from MSSAC for Goal 1:							\$0.00
*MS = milestone		Time Frame	Agency 1	Agency 2	Agency 3	Agency 4	
	Describe program, policy, and/or practice list milestones to be achieved	Start & End Dates	Investment Amount	Investment Amount	Investment Amount	Investment Amount	Total Investment
	Information Dissemination						\$0.00
	Community Mobilization						\$0.00
	Education						\$0.00
	Alternative Activity						\$0.00
	Identification & Referral						\$0.00
	Environmental (Policy Change)						\$0.00
Total Investment Allocations Requested:			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Regional Community Strategic Prevention Planning Collaborative (CSPPC)

Cultural Competency Policy

Cultural Competency is a set of congruent behaviors, attitudes, and policies that come together in a system, agency, or among professionals to work effectively in cross-cultural situations to enhance outcomes.

Michigan’s Strategic Prevention Framework – State Incentive Grant (SPF-SIG) cultural competency goals are summarized as follows:

- State Level: Establish and monitor cultural competency policy statewide
- Community Level: Implement policy and monitor prevention program service delivery
- Program Level: Deliver culturally appropriate prevention services

The Regional CSPPC incorporates the following objectives into its ongoing strategic planning processes:

Capacity and Resources:

- Communication and/or membership on planning committees that represent groups served
- Foster formal and informal alliances/links with community and other partners to address cultural competence issues
- Commit resources and capacity to collect/manage/report cultural competence–related information/data
- Institutionalize linguistically competent services to foster effective communication with diverse groups
- Ensure that administrators and service providers have the requisite attitudes, knowledge, and skills for delivering culturally competent services
- Make recommendations for service providers to receive opportunities for cultural competency training and technical assistance
- Establish and monitor cultural competence policy region wide
- Address disparities/inequities of outcomes within populations in planning and processes

Planning:

- Determine perspective and attitudes regarding the worth and importance of cultural competence, and mutual commitment to providing culturally competent services
- Collaborative long- and short-term policy, programmatic, and operational cultural competence planning that is informed by external and internal consumers
- Cross-system goal-setting, policymaking, and other oversight vehicles to help ensure the delivery of culturally competent “services”

Implementation:

- Collection and Use of Cultural Competence–Related Information/Data
- Assess Cross-System Infrastructure - The organizational resources required to deliver or facilitate delivery of culturally competent services
- Provide Prevention Best Practice Guidelines that account for differences related to culture in the delivery of prevention services
- Support evidence-based services/interventions delivered in a culturally competent manner
- Advocate for service delivery adaptations tailored to population in services area (including adaptations to improve access to services)

Evaluation/Monitoring:

- Monitor interventions within the region to ensure fidelity/adaptation of evidence-based programs
- Solicit flow and feedback of cultural competence-related information/data for use in policy, program, operations, and service delivery planning and implementation
- Incorporate all recommendations into ongoing strategic planning processes

(Adapted from “A Guide for Michigan Communities” Strategic Prevention Framework - State Incentive Grant, Office of Drug Control Policy, April 2007)

Regional Community Epidemiological Workgroup (CEW) ***Cultural Competency Policy***

Cultural Competency is a set of congruent behaviors, attitudes, and policies that come together in a system, agency, or among professionals to work effectively in cross-cultural situations to enhance outcomes.

Michigan’s Strategic Prevention Framework – State Incentive Grant (SPF-SIG) cultural competency goals are summarized as follows:

- State Level: Establish and monitor cultural competency policy statewide
- Community Level: Implement policy and monitor prevention program service delivery
- Program Level: Deliver culturally appropriate prevention services

The Regional CEW will incorporate the following objectives into its Needs Assessment processes:

- Provide data sources and systems that support proactive cultural competence planning at all levels including policy development, program planning and implementation
- Collaboratively conduct regular needs assessments inclusive of specific sub-populations
- Assess resources and capacity to collect/manage/report cultural competence-related information/data
- Assess cross-system process for obtaining client/community input in the development of cultural competence-related plans
- Assess cross-system process for identification and recording population’s and client’s language preferences, level of proficiency, and literacy
- Develop timetable and plan to provide information/data relevant to population gaps
- Assess workforce development opportunities regarding cultural competence-related planning and service delivery
- Systematic and ongoing examination and use of information/data relevant to cultural competence (adapted from “A Guide for Michigan Communities” Strategic Prevention Framework - State Incentive Grant, Office of Drug Control Policy, April 2007)
- Address disparities/inequities of outcomes within populations in planning and processes