



Action Plan Guidance

Partnering with Centers for Independent Living (CILs) to Increase Vaccine Access for People with Disabilities

For the project, local health departments are to develop an action plan with a minimum of at least one specific overarching goal and ensuing action steps. (We encourage you to submit more than one goal!) The goals and action steps should focus on how to foster collaborations with your local Centers for Independent Living to support the health of people with disabilities in your community.

For each goal, teams are to include action steps to help achieve the stated goal.

- The goal(s) must be written in Specific, Measurable, Attainable, Realistic, and Time (SMART) format.

Chart rows within the template may be edited to reflect the space needed by the team's goals and action steps.



Action Plan Guidance

Goal #1:

Action Steps: Action Steps are specific activities, benchmarks, or achievements that assist in accomplishing the goal	Activities: Specific activities required to complete the action step	Timeline: An estimated completion date for that stated action step	Benchmarks & Achievements: The measurements or outcomes upon implementing each action step	Responsible Party: Agency or individual responsible for achieving the action step and making executive decisions	Budget Implications Yes or No	Additional Comments: Added comments or resources useful for achieving the action step
Action Step 1.1:						
Action Step 1.2:						
Action Step 1.3:						

Action Plan Guidance

Goal #2:

Action Steps: Action Steps are specific activities, benchmarks, or achievements that assist in accomplishing the goal	Activities: Specific activities required to complete the action step.	Timeline: An estimated completion date for that stated action step	Benchmarks & Achievements: The measurements or outcomes upon implementing each action step	Responsible Party: Agency or individual responsible for achieving the action step and making executive decisions	Budget Implications Yes or No	Additional Comments: Added comments or resources useful for achieving the action step
Action Step 2.1:						
Action Step 2.2:						
Action Step 2.3:						

Action Plan Guidance

Goal #3:

Action Steps: Action Steps are specific activities, benchmarks, or achievements that assist in accomplishing the goal	Activities: Specific activities required to complete the action step	Timeline: An estimated completion date for that stated action step	Benchmarks & Achievements: The measurements or outcomes upon implementing each action step	Responsible Party: Agency or individual responsible for achieving the action step and making executive decisions	Budget Implications Yes or No	Additional Comments: Added comments or resources useful for achieving the action step
Action Step 3.1:						
Action Step 3.2:						
Action Step 3.3:						