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**ROOTED IN RELATIONSHIPS CONTRACTOR ACTION PLAN**

This report serves as documentation of actions needed to be taken based on the group feedback analysis of the Rooted in Relationships initiative completed in April 2017.

Goal: Contractors should be trained and better informed about the overall program and goals

Steps:

* Work with facilitator to create brief training concerning this initiative
* Ensure all contractors can attend the agreed-upon date
* Work with funder to ensure that all information is presented in the most accurate way, including information on future funding and planning

Goal: Continue effective communication with all contractors throughout the grant cycle

Steps:

* Work with Coordinator to create communication plans and procedures for contractor and stakeholder communication
* Store these plans in a known space, in case of staff turnover (succession planning)

Action Plan created by:

Domain 9 Team

Accreditation Coordinator

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