

TIP Implementation Action Plan Template

Focus for Improvement:

Student-Centered Evidence-Based Practice:

TIP targeted intervention strategy team members:

Instructions: Action Plan for Implementing the Targeted Improvement Plan

1. Activities to Meet Outcomes - Capture the activities necessary for implementing the targeted improvement strategy
 - a. Steps to Implement Activities - The steps are the actions needed to implement the improvement strategy
 - b. Timeline - Timelines should include projected initiation and completion dates for the activity. You may choose to include the timelines for each step related to the activity.
 - c. Person/Agency/Project responsible for leading/completing the activity- This section identifies those individuals/agency or teams who are responsible for carrying out the activity and steps.
 - d. Resources Needed - Document the resources need to accomplish the activity and the steps.
 - e. Implementation Drivers: Identify the implementation driver associated with the activity. The column allows you to identify if the necessary implementation drivers are in place.
2. Impact Evaluation/Expected Outcomes - Outline how it will measure impact on results. Identify short-term outcomes (accomplishable in one year) and long-term outcomes (accomplishable in more than one year).

Action Planning Tool

Targeted Improvement Strategy :					
What are our short-term outcomes associated with this activity?					
What are the long-term outcomes associated with this activity?					
Goal/Major Activity:					
Activities to meet outcomes	Steps to Implement Activities	Timeline	Person(s)/Agency/ teams Responsible for leading/completing the activity	Resources needed	Implementation Driver* or Infrastructure Component

*Drivers:

Competency Drivers: Selection, Training, Coaching, Performance Assessment

Organizational Drivers: Decision Support Data System, Facilitative Administration, System Intervention.

Leadership Drivers: Adaptive Leadership , Technical Leadership

Evaluation Planning Tool

Evaluation Questions:

How will we know this goal and its activities/actions are moving us toward our Focus for Improvement?

- a. How will we know the outcome was achieved?
- b. How will we measure the outcomes? What are the measurement options?
- c. How frequently will we gather and monitor the measurements?

Short-Term Outcome(s)	How will we know the outcome was achieved?	Measurement Options	Schedule for data collection/timeline
Long-Term Outcome(s)			