

Form Approved

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Tracking Program Grantee Partnership Plan Template Instructions

Step 1.

Start with the short-term outcomes for the entire Tracking Program. This is the same for every grantee.

EXAMPLE

Short-term (1-2 years) Outcomes – Tracking Program

Public health decision makers and end-users are aware of and have access to comprehensive and integrated environmental public health data, and are able to view trends and measure impact

Step 1b.

Your program may have identified some additional short-term outcomes or goals (for the first 1-2 years) that are specific to your state/city. They should support the Tracking Program's overall short-term outcome (listed above).

EXAMPLE

Short-term Outcomes/Goals – Grantee

1. Increased availability, accessibility, and usability of environmental health data
2. Increased awareness of grantee tracking data, information, and resources among target audiences
3. Enhanced tracking workforce in the state
4. Increased usage of state tracking data to measure impacts related to specific programmatic or policy needs.

Step 2.

Create a partnership objective (or objectives) that will help your tracking program accomplish your grantee program-specific short-term outcomes. Your objective(s) should be specific, measurable, achievable, realistic, and time-bound (SMART).

EXAMPLE

Grantee Partnership Objective: By the end of year 5, the grantee tracking program will engage at least one new partner each year to help meet the grantee program's short-term outcomes.

Step 3.

Determine which partner(s) you will engage and the activities you will conduct to start and maintain engagement. Indicate the short-term outcome(s) that the partner(s) will help address.

EXAMPLE

Grantee Partnership Objective: The grantee tracking program will engage at least one new partner each year to help meet the grantee program's short-term outcomes.

Partner	Outcome	Strategy/ Activity	Activities to engage partners	Timeline
State Department of Natural Resources, Division of Parks and Recreation	1, 2	C2. A.	<ul style="list-style-type: none"> • Invite DPR to join technical advisory group • Host webinar presentation and demo for DPR • Ask DPR to promote data app • Co-present at the state public health association annual conference 	End of year 1
State University, College of Public Health	3	C2.A., C2.C	<ul style="list-style-type: none"> • Exhibit during student orientation event • Coordinate a presentation with demo for Intro class • Host an MPH student intern 	End of year 1

Step 4.

Submit your completed partnership plan to your CDC communications liaison (and CC your project officer).

__(Grantee Name)____ Partnership Plan**Short-term (1-2 years) Outcomes - Tracking Program**

Public health decision makers and end-users are aware of and have access to comprehensive and integrated environmental public health data, and are able to view trends and measure impact

Short-term Outcomes - __(Grantee Name)____

- 1.
- 2.
- 3.
- 4.
- 5.

(Grantee Name)____ Partnership Objective(s)

Partner Name	Outcome	Strategy/ Activity	Activities to Engage Partners	Timeline

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