

CPWI Strategic Planning Training Plan

*All trainings are required for CPWI Coordinators unless otherwise noted and approved by your Contract Manager as well as the CPWI Lead. Following each training, the information will be posted online at The Athena Forum. Visit the new [Strategic Planning Resource](#) page to learn more.

Please note, this information will be updated over time as training dates and content is finalized and materials are posted.

Trainings/Resources Offered	Date/Time	Delivery
Overview of the strategic planning cycle	Jan 24, 2024 9:00 – 11:00 AM	Virtual as part of the January Learning Community Meeting (LCM). – DBHR Facilitator
Overview of the strategic planning documents and resources	March 27, 2024 9:00 – 11:00 AM April 24, 2024 9:00 – 11:00 AM	Virtual as part of the March and April Learning Community Meeting (LCM). – DBHR Facilitator
Organizational Development and Getting Started: <i>Includes information about the history and foundations of CPWI, common realities faced by prevention coalitions, and opportunities for growth towards success.</i>	April 24, 2024 11:00 – 12:00 PM	Virtual as part of the Learning Community Meeting (LCM). – DBHR Facilitator
Introduction to prevention science <i>*Required unless Coordinator has more than 2 years of experience with CPWI and has attended SAPST. Must have written approval from contract manager. Strongly encouraged for all regardless of experience.</i>	Available now	Self-paced via OWL E-Learning professional development information The Athena Forum .
The Community Prevention and Wellness Initiative: An Overview <i>Note: This builds off some of the foundational and historical content covered in “Introduction to Prevention Science.” (see above)</i> <i>*Required unless Coordinator has more than 2 years of experience with CPWI, has attended SAPST, and has attended either a CPWI Orientation and/or New Coordinator Basic Training series.</i>	April 29, 2024 9:00 – 4:00 PM	Slide Deck Recording (YouTube link) DBHR Facilitator

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Optional Resource: A Guide to SAMHSA’s Strategic Prevention Framework	Available now	Located at 20190620-samhsa-strategic-prevention-framework-guide.pdf .
Capacity:		
Optional Resource: Capacity Primer: Building Membership, Structure, and Leadership	Available now	Located at Capacity Primer: Building Membership, Structure and Leadership CADCA .
Optional Resource: Tools for Community Leaders <i>From the Center for Communities That Care, Social Development Research Group, University of Washington.</i>	Available now	Located at tools-for-community-leaders.pdf (communitiesthatcare.net).
<p>“Building A Culture of Participation” – Community Capacity and Readiness Training from SDRG - Communities That Care.</p> <p><i>*Required unless Coordinator with more than 2 years of experience with CPWI and is meeting sector representation/Coalition meeting minimum requirement. Must have written approval from contract manager.</i></p> <p><i>This training addresses building readiness to increase participants’ knowledge and awareness of skills needed for the Getting Started phase of building a coalition. The training may include information on capacity building and readiness, recruitment and engagement of diverse community members, engaging coalition members in the strategic planning process, and utilization of workgroups.</i></p>	<p>May 23rd 10:30 – 4:30 PM</p>	<p>Presentation Slides</p> <p>Handouts</p> <p>Recording available</p> <p>SDRG Facilitator</p>

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Assessment:		
Community Assessment Training: How to read and understand your CPWI Data Book	June 26 th 9:00 – 12:00 PM	Virtual as part of the June Learning Community Meeting (LCM) . DSHS/RDA Facilitator
Resource Assessment/Gap Analysis <i>This training addresses assessing community resources and identifying gaps in services to increase participants' knowledge of how to align resources with priorities, reduce duplication, and identifying service needs in the community. Training may include information on how to assess resources and identify gaps and strategies to engage coalition members to participate meaningfully in this process.</i>	July 29 th 8:30 – 12:30 PM	Presentation Slide Deck Handouts Recordings (all SDRG trainings) SDRG Facilitator
Planning:		
Community Planning Training <i>This training addresses how to engage coalition members and the larger community in the decision-making process. The training may include information on developing a plan of programs/strategies/practices that address priorities and how to engage coalition members in the development of the plan.</i>	August 21 st 9:00 – 12:00 PM	In-person in Tumwater as part of the Coalition Leadership Institute. Slide Deck Handouts and Strategy Grid
Planning and Program Selection <i>At the conclusion of this community planning training/clinic, participants will be equipped with the skills to effectively utilize data for building community plans, selecting appropriate EBPs and doing the groundwork to ensure the community can support implementation (e.g., the transition from Phase 3 to 4 in CTC).</i>	August 21 st 1:00 – 4:00 PM	In-person in Tumwater as part of the Coalition Leadership Institute. <i>See training above for combined resources since trainings occurred on the same day.</i> SDRG Facilitator

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Implementation:		
<p>Effective Program Implementation</p> <p><i>*Required unless Coordinator with more than 2 years of experience with CPWI and has demonstrated successful completion of a Strategic Plan through CPWI. Must have written approval from contract manager.</i></p> <p><i>Upon completion of the training, participants will be proficient in documenting the tasks essential for ensuring successful implementation, adept at delivering high-quality implementation to meet fidelity standards for evidence-based and innovative programs/strategies, skilled in adapting EBPs, knowledgeable about potential implementation pitfalls and strategies to navigate them, and equipped with the know-how to hire, train, and/or subcontract for a facilitator.</i></p>	<p>October 8th 9:30 AM – 12:00 PM</p>	<p>Virtual; registration to be posted via The Athena Forum.</p> <p>WSU Impact Labs Facilitator</p>
Reporting and Evaluation:		
<p>Reporting and Evaluation</p> <p><i>*Required unless Coordinator with more than 2 years of experience with CPWI and has demonstrated successful completion of a Strategic Plan through CPWI. Must have written approval from contract manager.</i></p> <p><i>This training covers the development of an evaluation plan. Training may include information on measurement of programs/practices/strategies, importance of measuring effectiveness, how evaluations inform strategic plan revisions or course corrections.</i></p>	<p>October 29th 10:30 AM – 2:30 PM</p>	<p>In-person as part of the Prevention Summit.</p>

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University of Washinton Social Development Research Group (SDRG) Office Hours	
<p>Join the Community Prevention Strategists from UW SDRG during open virtual office hours, designed to support your CPWI strategic planning process. This is an opportunity to ask questions, seek guidance, and receive personalized support on your community prevention work. Whether you need clarification on specific steps or advice on best practices, our experts are here to assist you in enhancing your strategic planning efforts. Office hours will be available from August 2024 – December 2025.</p> <p><i>Need More Help? – Ask your contract manager (PSM) about upcoming intensive technical assistance (TA) opportunities with SDRG.</i></p>	<p style="text-align: center;"><i>Monthly through December of 2025:</i></p> <p style="text-align: center;">1st Thursdays: 2:00 – 4:00 PM</p> <p style="text-align: center;">3rd Tuesdays 9:00 – 11:00 AM</p>
	<p>Virtual; meeting links are all posted on The Athena Forum.</p> <p>SDRG Facilitator</p>