

**YGRIP Initiative
Action Plan (2014-2016)**

Task	Activity	Timeline	Responsibility	Measure	Comments
1. Hire YGRIP Coordinator	Advertise and Interview	Completed		Temporary Coordinator hired December, 2014	
2. Develop a YGRIP Brochure for students and parents that describes in detail the resources each agency provides that address youth violence and gang activity especially in the areas of prevention and intervention. These resources will include but not be limited to recreational activities, counseling, mentoring and other valuable information determined by the YGRIP Steering Committee.	Design template, gather info from agencies and present to Steering Committee	Completed	Steering Committee YGRIP Coordinator	Completed Brochures Create a community resource list	Sample brochure has been developed by WJUSD Reprographics
3. Update and revise the current City of Woodland YGRIP homepage similar to the webpages developed by the cities of San Jose and Santa Rosa. The webpage will include information such as the YGRIP Initiative, committee meeting dates and times, agendas, minutes and available resources for parents and their children.	Set up YGRIP Link Establish Links for related sites List YGRIP Coordinator contact info	Completed	YGRIP Coordinator		Webpage link has been set up on City of Woodland page
4. Establish regular meetings of the Planning Team, Steering Committee, Operational and Advisory Teams and revise the current YGRIP Initiative.	Establish meeting dates Determine Steering Committee members Organize and facilitate meetings, develop agendas and keep accurate minutes	Completed and meetings are ongoing	Planning Committee		Steering Committee meeting held March 12 Planning committee meetings held 2 x's per month
5. Establish a structural framework for the community collaborative.	Establish working teams Determine membership for each team Establish regular meeting times, agendas and record minutes Complete Agency MOU's	Completed in April 2014	Planning Team Steering Committee YGRIP Coordinator	Membership, timelines and responsibilities of Steering Committee, Advisory and Operational	Team structure has been designed by the Planning Team, membership of the Advisory Group and Operational Team still need to be determined

				Teams	
6. Develop a Work Plan based on the YGRIP Logic Model to include activities to be completed, agencies/personnel responsible for completing the action, specific timelines for completion and measures of success.	Select and approve activities at Steering Committee Meetings (April-June)	Updated	Steering Committee YGRIP Coordinator	Revised Initiative	
7. As part of the plan, review and revise, if necessary, the vision, goals and outcome measures and communicate this to all stakeholders.	Discussion and approval by Steering Committee	Ongoing	Steering Committee Advisory Team YGRIP Coordinator		
8. Develop a service referral process across agencies.		Completed and revised at June 2015 Operational Team meeting			Referral Form has been developed and is based on Santa Rosa's Referral Form
Topics for next 3-6 Months					
9. Determine data to be provided by all participating agencies in order to develop a comprehensive gang/needs assessment for strategic planning purposes. Develop a common language and understanding of gang activities in order to further define the problem.	Gather Data from Law Enforcement CHKS Information Elementary and Secondary Comments Review truancy data, suspension and expulsion info	Ongoing	Steering Committee YGRIP Coordinator Gang Task Force Coordinator	Updated Data Reports	Data gathered from WPD, CHKS survey, meetings with Secondary and Elementary Administrators, suspension/expulsion info from CDE
10. Establish a list of long-term goals for the 2014/15 and 2015/16 fiscal years.	Discussion and approval at Steering Committee meetings Gather input from Advisory Committee	Will update and approve at August meeting	Steering Committee YGRIP Coordinator Advisory Committee	Revised Initiative	
11. Seek grant funding to support the efforts of the YGRIP Plan of Action.	Apply for CalGRIP and seek funding from other grants	Ongoing	Steering Committee, YGRIP Coordinator Input provided by Advisory and Operational Teams		Contacted State Department – RFP will be out in Summer of 2014 – Ernesto Olivares will advise
12. Secure long-range funding and establish a 3-year funding baseline.	Discuss at Steering Committee Meetings Search for Grants on website	Ongoing	Steering Committee Advisory Team YGRIP Coordinator	Sources Longevity of funding commitment	

				By x date we will have y level of funding for z years	
13. Identify agencies who are willing and have the capacity to commit resources.	Clarify the term resources at Steering Committee Meetings Contact select agencies for information on resources	Ongoing	Steering Committee YGRIP Coordinator	Resources listed in brochure	
14. Develop a process to identify at-risk youth.	Discuss with Operational Team and approve Referral Form	Ongoing	Operational Team YGRIP Coordinator	Approved process and referral form	
15. Survey needs as identified by agencies and youth.	Discuss at Operational Team meetings	Surveys to be completed in fall 2015	Operational Team, YGRIP Coordinator	Completed needs assessment	
Topics Warranting Further Discussion					
1. Implement coordinated education campaign within community and schools.	Needs further discussion at Steering Committee and Advisory Team meetings	TBD			
2. Create sustainability plan	Needs further discussion	TBD at Operational and Steering Committee meetings			
3. Implement a community needs assessment	Needs further discussion with Steering Committee	Fall 2015			
4. Develop/Coordinate evidence-based programs and services to address at-risk behaviors in youth	Needs further discussion and clarification at Operational Team Meetings	Ongoing			
5. Expand existing policing mentorship program	Needs further discussion at Steering Committee and Advisory Team meetings	Winter 2015			