

ELEMENT OF PLANNING PROCESS	WHY ITS RECOMMENDED	WHO DID IT WELL
Educate yourself through research about your community's current system/needs and best practices that are working in other communities	So you know what needs to change in your system and who is doing something that could work for your community	<p>Maricopa County, AZ (reviewed other plans, conducted needs assessment)page 13</p> <p>Collin County, TX (conducted needs assessment)pages 5-6</p> <p>Gainesville/Alachua County, FL (reviewed other plans and conducted site visits)pages 4-9</p> <p>Chattanooga, TN (included current local research and reviewed other plans) pages 20-33</p> <p>Danbury, CT(reviewed other plans to choose a model) page 7</p>
Incorporate existing city,county,region,state plans that relate to your goals where possible	To avoid duplication and promote collaboration toward common goals	<p>Portland, OR (incorporated policy of overlapping bodies) page 4, Greenville, SC(statement) page 1, Spokane, WA (incorporated related ongoing initiatives) page 5 Burlington, VT (built plan on existing Affordable Housing Task Force) page 1</p>
Incorporate specific outcomes measures	Setting clear benchmarks helps you to determine progress	<p>Broward County, FL (included a matrix with target dates) pages 29-33</p> <p>DuPage County, IL (plotted timeline for first two years) entire plan is matrix</p> <p>Gainesville/Alachua County, FL (logic model with outcomes) pages20-35</p>
Incorporate cost estimates where possible	You can use this to plan for funding streams or to show cost savings to the community through policy changes	<p>Spokane, WA (detailed for housing and services per person) pages 23-30</p> <p>Collin County, TX (pilot phase totally funded) page 98</p> <p>Chattanooga, TN (proposed housing costs) page 77</p>

<p>Incorporate a broad range of potential funding strategies</p>	<p>Services and housing cost money. Without funding, your plan cannot be implemented</p>	<p>Corpus Christi, TX (new local tax) page v of Executive Summary, Maricopa County, AZ (finance subcommittee) page 23 Gainesville/Alachua County, FL (funding matrix) page 34 Anchorage, AK (coordinated community funding plan) page 12 Dallas, TX (capital campaign for plan implementation) page 18</p>
<p>Designate a lead implementing body</p>	<p>Lead entity can monitor progress and ensure accountability</p>	<p>Portland, OR (lead is new committee) page 6 Louisville, KY (coalition restructured itself around plan) in one page summary Allegheny County, PA (lead is county dept human services) page 19</p>
<p>Assign implementation tasks</p>	<p>Ensures accountability for implementation</p>	<p>Corpus Christi, TX Executive Summary Broward County, FL pages 29-33 Portland, OR (assigned by action step) pages 32-37 Anchorage, AK pages 8-17</p>
<p>Set a clear timeline for implementation</p>	<p>Timelines keep you on task to accomplish goals incrementally</p>	<p>Corpus Christi, TX (pages vii, viii of Executive Summary) Broward County, FL pages 29-33 Anchorage, AK (by year) pages 8-17</p>
<p>Work to build political will early in the process</p>	<p>Securing the endorsement and participation of local leaders will help you with funding and systems changes</p>	<p>Chattanooga, TN (mayors plus regional policy staff) page 18 Anchorage, AK (mayor convened task force, publicly endorsed plan) page 6 Norman, OK page 5</p>
<p>Work to build community will early in the process through input into planning</p>	<p>Securing participation and approval of entire community, especially community leaders outside of government will help to garner wide support for your plan</p>	<p>Chattanooga, TN (public meetings/series of drafts released) page 20 Allegheny County, PA (future search and other public forums) page 22 Anchorage, AK (public forums) page 4 Portland, OR (public planning forums, 100 community dialogues) pages 6-10</p>

<p>Build partnerships with a wide range of stakeholders</p>	<p>Homelessness affects all members of a community and requires everyone working collaboratively to make changes</p>	<p>Portland, OR (dual planning bodies/very inclusive) pages 6-10 Atlanta, GA (varied workgroups) page 7 Norman, OK (25 assigned by mayor to represent stakeholder groups) page 5 Greenville, SC (focus on collaboration) pages 18-20 Louisville, KY (maximum inclusion)one page summary</p>
<p>Incorporate innovative ideas where possible</p>	<p>What we've been doing (managing homelessness) isn't working. New ideas are exciting and build momentum for your plan</p>	<p>Spokane, WA (intensity of need)page iii,iv of Executive Summary Allegheny County, PA (future search)page 22 Collin County, TX (pilot program) page 8 Danbury, CT (MOU with city for implementation as part of plan)pages 36-37 Louisville, KY (partners literally "bought in" by funding planning process)one page summary Anchorage, AK (three months to housing standard) page 5</p>
<p>See your plan as a living document</p>	<p>leaves room for adjustment as you learn from mistakes</p>	<p>Portland, OR (incorporated early successes into final plan) page 31 Chicago, IL (implementation addendum after two years)</p>
<p>regular reporting on progress</p>	<p>for accountability to homeless people, other stakeholders and wider community</p>	<p>Allegheny County, PA (quarterly/annual reports posted on web)page 20 Norman, OK (annual community report) page 19</p>
<p>Address needed public policy changes</p>	<p>A paradigm shift will likely necessitate changes to existing policies that relate to homelessness for implementation of your plan's goals</p>	<p>Portland, OR (summary of existing policies and how they should shift) pages 4-5 Burlington, VT (local, state, federal actions suggested)pages 13-18 Anchorage, AK (statutory/policy committee) page 8</p>

<p>Try to break issues into more specific topics for planning</p>	<p>This makes your goals more manageable and allows for development of clear, targeted objectives</p>	<p>Atlanta, GA (committees structured by service) Maryland (committees structured by broad issue) Minneapolis, MN (committees structured by subpopulation)</p>
<p>Promote public education/awareness of plan throughout community</p>	<p>To educate community about homelessness and build support for your plan goals</p>	<p>Portland, OR (100 community dialogues)pages 6-10 Chattanooga, TN (public forums and series of drafts)page 20 Collin County, TX (public ed campaign)page 12</p>