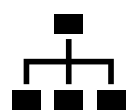


Planning Structure Noteworthy Practice:

Use a Structured, Phased Planning Process



Organize Action Plan development into clear, sequential phases to keep stakeholders aligned, accountable, and focused.

Noteworthy Practices for Using a Structured, Phased Planning Process:

- Integrate Action Plan components into project timelines to strengthen accountability and track progress
- Align activities across stakeholder groups to foster coordination and reinforce shared ownership
- Organize plan development into clear, goal-driven phases to maintain focus and sustain momentum
- Establish meeting cadences and engagement activities to coordinate plan development across stakeholder groups

The following success stories highlight how SS4A grant recipients have applied these practices in their grants.

Organize Plan Development into Clear Phases



City of DeSoto
Texas, Urban, FY22

[View DeSoto's Comprehensive Safety Action Plan to learn more](#)

DeSoto structured plan development into distinct, theme-based phases, creating a planning framework that kept activities focused and manageable. DeSoto:



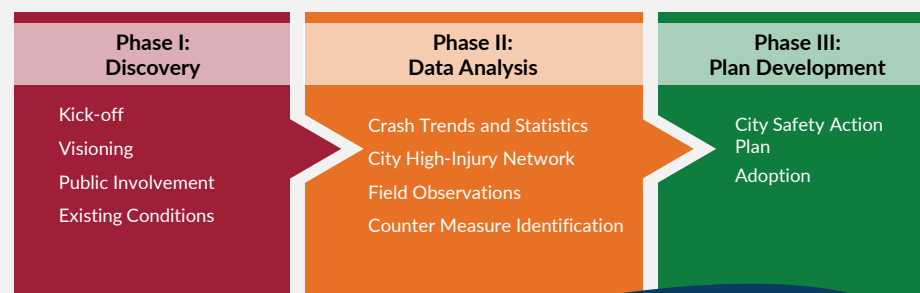
Established clear objectives and deadlines for each phase to guide progress throughout the planning process.



Used a supplemental phase-by-phase schedule of meetings and engagement activities to support transparency and coordination.



Gathered key data and information before project kick-off to avoid delays during later phases of plan development.



Source: [DeSoto](#), used with permission

DeSoto's phased approach helped organize activities into manageable stages, promoting accountability, transparency, and steady progress throughout plan development.

“ Before the first Comprehensive Safety Action Plan Planning Team meeting, data was collected from all relevant parties to ensure all necessary information was available for the upcoming quantitative analysis. ”

Structure Planning Activities by Stakeholder Group



Lorain County Public Health (LCPH)
Ohio, Mixed Land Use, FY22

[View LCPH's Comprehensive Safety Action Plan to learn more](#)

LCPH organized planning activities by stakeholder group to clarify roles and responsibilities and strengthen coordination throughout Comprehensive Safety Action Plan development. LCPH:



Differentiated between full steering committee meetings and one-on-one conversations with individual jurisdictions to support coordination and foster understanding around safety trends.



Integrated public engagement into phased plan development, providing structured opportunities for community input at key decision points.



Established a clear sequence for addressing Comprehensive Safety Action Plan components, supporting an organized and phased planning approach.

By organizing tasks by stakeholder group, LCPH improved coordination and alignment between the project team, steering committee, and community.

LCPH Project Team Efforts	LCPH CSAP Steering Committee Efforts	Community Engagement
Develop Vision and Goals for the County	January 2024 Meeting	Open House March 2024
Safety Analysis	February 2024 Meeting	Online Survey April-July 2024
Plan and Policy Review	March 2024 Meeting	
Policy and Process Change	April 2024 Meeting	LCPH Family Farm Market July 2024
Strategy and Project Selection	May-June 2024 1-1 Meetings	
Performance Measures	July 2024 Meeting	Lorain County Fair August 2024
Action Plan	August 2024 1-1 Meetings	Community/County Events September 2024
	September 2024 Meeting	

Source: [Lorain County Public Health](#), used with permission