

Ohio Action for Healthy Kids: Zone Action Plan 2007-08

Zone: 2 Date: 5-18-07

<b>Broad Objective:</b> Zone Educational Conferences/Workshops						
<b>Objective #1: (Keep it SMART. Specific. Measurable. Appropriate. Realistic. Time Specific)</b> In November 2007 provide a school nutrition education/school wellness policy workshop reaching a minimum of 60 participants in Zone 2 via the conference.					<b>Total UPS Funds Utilized: \$1400</b>	
					<b>In-Kind or Support funds: \$500</b>	
<b>Tactics</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Deliverables (# of kids impacted, # of attendees, etc)</b>	<b>Target Date</b>	<b>Status</b>	<b>Evaluation (if needed)</b>
<b>1. Program Planning</b> - Create an agenda, topics to address and speaker suggestions & contact information	School Nutrition Subcommittee	Use OH AFHK samples from other zones	Agenda created and approved by zone members; assignments for speaker contacts & confirmation	June-August 2007	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
<b>2. Event logistics</b> - Select a date, location, food, AV, room set-up, in-kind support & donations	School Nutrition Subcommittee	Money, contacts for catering and room access	Assignments & confirmation for location, food & in-kind contacts	July – August 2007	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
<b>3. Communications</b> - Create a registration form, send via mail/e-mail/web site, promote through local events & organizations	School Nutrition Subcommittee & zone members	In-kind mailing & printing	Mail, e-mail and announce mtg through zone members & contacts	Sept – Oct 2007	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
<b>4. Conduct Conference:</b> Day of event coordination & assignments, handouts, introductions, AV, facilitator, food, eval	All zone members	Handouts, AV, donations for door prizes, registration needs	Reaching at least 25 school districts	Nov 2007	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Based on the evaluation 75% commit to making at least one change based on attending the conference
<b>5. Post Conference f/u:</b> Compile evals & conference	School Nutrition Subcommittee	Post eval and conf documents	PPTs, handouts, photos to JD to post on website; eval	Dec 2007	<input type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed	

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communication			results shared; f/u with attendees		<input type="checkbox"/> Changed (Please explain)	
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Zone:   2   Date:   5-18-07  

<b>Broad Objective:</b> Zone Educational Conferences/Workshops						
<b>Objective #2: (Keep it SMART. Specific. Measurable. Appropriate. Realistic. Time Specific)</b> In Spring 2008 provide a conference focusing on physical activity/physical education/school wellness policy for children reaching a minimum of 60 participants via “Active Kids Healthy Kids, Fitness for Both Brain and Body”.					<b>Total UPS Funds Utilized: \$1400</b>	
					<b>In-Kind or Support funds: \$500</b>	
<b>Tactics</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Deliverables (# of kids impacted, # of attendees, etc)</b>	<b>Target Date</b>	<b>Status</b>	<b>Evaluation (if needed)</b>
<b>1. Program Planning</b> - Create an agenda, topics to address and speaker suggestions & contact information	PE/PA Subcommittee	Use OH AFHK samples from other zones	Agenda created and approved by zone members; assignments for speaker contacts & confirmation	Nov-Dec 2007	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
<b>2. Event logistics</b> - Select a date, location, food, AV, room set-up, in-kind support & donations	PE/PA Subcommittee	Money, contacts for catering and room access	Assignments & confirmation for location, food & in-kind contacts	Jan – Feb 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
<b>3. Communications</b> - Create a registration form, send via mail/e-mail/web site, promote through local events & organizations	PE/PA Subcommittee & zone members	In-kind mailing & printing	Mail, e-mail and announce mtg through zone members & contacts	Feb – March 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
<b>4. Conduct Conference:</b> Day of event coordination & assignments, handouts, introductions, AV, facilitator, food, eval	All zone members	Handouts, AV, donations for door prizes, registration needs	Reaching a minimum of 25 school districts/after-school programs	April 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Based on the evaluation 75% commit to making at least one change based on attending the conference

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<b>5. Post Conference f/u:</b> Compile evals & conference communication	PE/PA Subcommittee	Post eval and conf documents	PPTs, handouts, photos to JD to post on website; eval results shared; f/u with attendees	May 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
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<b>Broad Objective: Zone Mini-grants</b>						
<b>Objective #3: (Keep it SMART. Specific. Measurable. Appropriate. Realistic. Time Specific)</b>					<b>Total UPS Funds Utilized: \$6000</b>	
By the end of the school year 2007-08 zone 2 will award \$6000 worth of mini-grants to a minimum of 5 school districts via zone 2 workshops and competitive application process.					<b>In-Kind or Support funds: \$300</b>	
<b>Tactics</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Deliverables (# of kids impacted, # of attendees, etc)</b>	<b>Target Date</b>	<b>Status</b>	<b>Evaluation (if needed)</b>
1. One mini-grant will be awarded to a school district who was in attendance at the Zone 2 Fall workshop for a school nutrition/environment project	School Nutrition Subcommittee	Application, \$500	Selection criteria, review process and announcement	Application- Nov-Dec 2007 Announce- Jan 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Final report with results, number kids impacted by May 2008
2. Mini-grants will be awarded to school districts/buildings for breakfast expansion and/or implementing a project in their Wellness Policy	Zone Members & review subcommittee	Application, \$3800, in-kind mailing, e-mail	Selection criteria, review process and announcement	Nov 2007 – April 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	100% of the mini-grant monies will be distributed with 33% going towards breakfast expansion
3. One mini-grant will be awarded to a school district who was in attendance at the Zone 2 Spring workshop for	PE/PA Subcommittee	Application, \$500; in-kind donation of equipment	Selection criteria, review process and announcement	Application- April 2008 Announcement – May 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Final report with results, number kids impacted Dec 2008

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a school PE/PA project						
4. Provide registration and mini-grant to implement plan for one School district attending the SPCHEO 2008 Coordinated School Health Conference	Zone Members & review subcommittee	Recruitment & application, \$600 registration, \$600 mini-grant	Selection criteria, review process and announcement	Recruit – Nov-April 2007-08 Applications & announce - April – May 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Plan from those that attend; Final report with results, number kids impacted for the implementation of the plan Dec 2008

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<b>Broad Objective: Zone Outreach/Recruitment</b>						
<b>Objective #4: (Keep it SMART. Specific. Measurable. Appropriate. Realistic. Time Specific)</b> Beginning July 2007 through July 2008 Zone 2 will recruit a minimum of one representative from each group identified below attending 50% of Zone 2 meetings or planning committee meetings (for the workshops or grant reviews).					<b>Total UPS Funds Utilized: \$200</b>	
					<b>In-Kind or Support funds: \$300</b>	
<b>Tactics</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Deliverables (# of kids impacted, # of attendees, etc)</b>	<b>Target Date</b>	<b>Status</b>	<b>Evaluation (if needed)</b>
1. <b>University</b> - Outreach to the following in zone 2: Univ Findlay, Owens Community College Findlay campus, Bluffton University, Ohio Northern University.	Zone 2 membership	Contact information at institution of leaders in degreed programs	Health Education - PE, Food & Nutrition, Dietetics, nursing, etc.	Fall 2007 – Spring 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
2. <b>Education and/or Administration</b> - Active participation via recipient of a mini-grant from zone 2	Zone Members & grant review subcommittees	Mini-grants recipient requirement	Share progress, identify and use resources from AFHK	Nov 2007 through May 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Meeting minutes & updated membership list
3. <b>After School</b>	Zone Members	Contact	Invite to a Zone 2	Fall 2007-	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning	

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<b>Programs -</b> YMCA, CATCH, Re-Charge, etc		information of active after school program coordinators	meeting and share program activities	Spring 2008	<input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	
<b>4. County Liaison -</b> Identify one primary contact between schools and zone 2 representative	Zone Members	Contact information, referrals & recommendations	Active transference and resource of information between schools in county & zone 2	Summer and Fall 2007	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Meeting minutes & updated membership list
<b>5. Zone 2 membership</b> Assess current list and increase active participation	Zone Leader & members	Contact, ask to be on committee, grant reviewer, etc	Personal invitation & update membership list	Summer & Fall 2007	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Meeting minutes & updated membership list

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<b>Broad Objective:</b> Zone funding and in-kind support						
<b>Objective #5: (Keep it SMART. Specific. Measurable. Appropriate. Realistic. Time Specific)</b> By July 2008 Zone 2 OH AFHK will secure a minimum of 5 in-kind or monetary donations to support Zone 2 activities.					<b>Total UPS Funds Utilized: \$0.00</b>	
					<b>In-Kind or Support funds: \$1000.00</b>	
<b>Tactics</b>	<b>Person(s) Responsible</b>	<b>Resources Needed</b>	<b>Deliverables (# of kids impacted, # of attendees, etc)</b>	<b>Target Date</b>	<b>Status</b>	<b>Evaluation (if needed)</b>
<b>1. Food Vendors</b> In-kind support for the Fall School nutrition workshop	School Nutrition Subcommittee	List of local purveyors and contact information	Contact made, invitation offered and donation confirmed and delivered	Fall 2007	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Minimum of 3 donations or contributions
<b>2. Anthem BC/BS</b> In-kind support of	PE/PA Subcommittee	Contact for Anthem	Contact made, invitation offered and	Spring 2008	<input type="checkbox"/> Not Started <input checked="" type="checkbox"/> In Planning <input type="checkbox"/> In Progress	Minimum of 1 donation to extend mini-grant

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PE/PA equipment for spring workshops & mini-grants		BC/BS	donation confirmed and delivered		<input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	applications and/or donation to support Zone PE/PA workshop
<b>3. Area Businesses</b> Provide in-kind support of workshops or mini-grants	Zone Members	Contact of those who have donated in the past and new potential contributors	Contact made, invitation offered and donation confirmed and delivered	Fall 2007 – Spring 2008	<input checked="" type="checkbox"/> Not Started <input type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Minimum of 1 donation or contribution
<b>4. Active Zone 2 participants</b> – provide in-kind support (ACS, ADAME, LAHEC, County Health Depts, OSU Extension, etc.)	Zone Members	In-kind communication channels and access information	Support zone activities via organizational support, to contribute and be active participants	July 2007- July 2008	<input type="checkbox"/> Not Started <input checked="" type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Documentation of at least \$1,600.00 of in-kind support from Zone 2 members
<b>5. Zone 2 members</b> – offer support and outreach to members who are actively seeking or have secured grant funding (eg: community foundations, Dannon, etc.)	Zone leader & members	Knowledge of grants secured in zone 2 area	Share progress, identify and use resources from AFHK	July 2007 – July 2008	<input type="checkbox"/> Not Started <input checked="" type="checkbox"/> In Planning <input type="checkbox"/> In Progress <input type="checkbox"/> Completed <input type="checkbox"/> Changed (Please explain)	Meeting Minutes