

## Action Plan

### Fight Back Alumni Professional Development Committee October 23, 2004

**Goal 1: to assist city staff in identifying and developing training to support the Fight Back program and enhance the development of Fight Back leaders.**

**Objectives:**

- Assist in identifying and developing training to support Fight Back program
- Develop resource tools for Fight Back leaders

Tasks - List each specific task to achieve objective(s) above	Responsible Party - List each responsible party(ies)	Due Date - List the Month task is expected to be completed
Identify repetitive training topics	NSD staff	10/23/04
Design a list of expectation/outcomes for each class	NSD staff	10/23/04
Design/presenters' worksheet outlining criteria for potential presenters	NSD staff	1/29/05
Provide outline of Fight Back Workbook contents	NSD staff	10/23/04
Provide outline of Neighborhood toolkit and sample manual	NSD staff	10/23/04
Design training curriculum for Alumni as mentors of Fight back group leaders	NSD staff/Polly Martino, Al Wiley	
Design evaluation tools for workshops and committee performance	NSD staff/Gail Knight We will use the evaluation form NSD is currently using for all its classes. Probably should use a separate tool to evaluate committee performance.	pending

## Action Plan

### Fight Back Alumni Professional Development Committee

**Goal 2: To secure funding sources for professional development of Fight Back groups.**

**Objectives:**

- Establish mechanism for receipt of funds
- Identify funding sources
- Prepare and submit request for funding

Tasks - List each specific task to achieve objective(s) above	Responsible Party - List each responsible party(ies)	Due Date - List the Month task is expected to be completed
Develop budget for professional development plan	All	
Develop list of philanthropic organizations/public/private sector resources to support professional development	Gail Knight	
Identify business network for fight back groups	Gail Knight	
Develop directory of businesses and funding sources for fight back groups	Al Wiley, All (NSD staff—develop form to identify business resources)	Ongoing
Establish writing team to submit request for funding	Polly Martino, Mary Moore <i>(NSD staff provide guidelines)</i>	Ongoing
Work with City staff to develop incentives for businesses and fight back groups to partner	TBD	
Determine and establish fiscal agent for receipt of funds for professional development of Fight back groups	NSD staff/Gail Knight	

## Action Plan

### Fight Back Alumni Professional Development Committee October 23, 2004

**Goal 3: to increase professional capacity of Fight Back groups and its leaders**

**Objectives:**

- Develop resource tools for Fight Back leaders
- Create on-line resource center for Fight Back leaders
- Establish citywide training centers for Fight Back Groups/leaders

Tasks - List each specific task to achieve objective(s) above	Responsible Party - List each responsible party(ies)	Due Date - List the Month task is expected to be completed
Coordinate Fight Back mentor network	Staff/Hal Wiley, Polly Martino	2005
Identify tools needed by Fight Back groups/leaders	Rosie Guillon	2005
Design resource tool kit for new, continuing and transitioning Fight Back groups	TBD	
Create online resource center and Help Desk System	NSD staff	