



Explanation and Overview of the Toolkit

"If the only tool you have is a hammer, all of your problems will look like nails."

—Mark Twain

Welcome to the Healthy People Toolkit! The Toolkit provides guidance, technical tools, and resources to help states, territories, and tribes develop and promote successful state-specific Healthy People 2010 plans.¹ It can also serve as a resource for communities and other entities embarking on similar health planning endeavors.


This Toolkit is organized around seven major "action areas," which were derived from national and state Healthy People initiatives.² With the assistance and guidance of the Office of Disease Prevention and Health Promotion, U.S. Department of Health and Human Services (HHS), the Public Health Foundation reviewed both year 2000 and year 2010 initiatives and identified these seven areas as common elements of most health planning and improvement efforts. The seven action areas are:

- Building the Foundation: Leadership and Structure
- Identifying and Securing Resources
- Identifying and Engaging Community Partners
- Setting Health Priorities and Establishing Objectives
- Obtaining Baseline Measures, Setting Targets, and Measuring Progress
- Managing and Sustaining the Process
- Communicating Health Goals and Objectives

¹The term "state plan" will be used throughout the Toolkit to indicate "state-, territory-, or tribal-specific Healthy People 2010 plan."

²The hundreds of local health planning initiatives could fill a separate volume and were not reviewed for inclusion in the Toolkit. However, a small selection of local resources is included for local Toolkit users.

Each action area includes:

- a brief explanation and rationale
- a checklist of major activities, which are taken from the comprehensive planning checklist tool in "Managing and Sustaining the Process"
- tips for success
- national and state examples to illustrate Healthy People processes in action
- recommended "hot picks" of resources for further information, designated by a star ★
- planning tools that can be easily adapted to state or local needs, designated by a tool 

The suggested processes, tools, and resources in the seven action areas can help states build on past successes and round out their approaches to planning and developing year 2010 objectives. An effective planning initiative should reflect the state's unique needs, resources, and buy-in from a broad constituency.

Attached as appendices are comprehensive listings of resources; State, Territorial, and Tribal Action Contacts; and state and national Healthy People web sites.³

A web-based version of the Toolkit offers users enhanced access, navigation, and search capabilities and is available at: <http://www.health.gov/healthypeople/state/toolkit>. The web version contains direct links to state Healthy People web pages, up-to-date listings of state Healthy People action contacts, Healthy People 2010 lead agency content experts, and HHS Regional Health Administrators.

Because this Toolkit is in the public domain, we encourage you to copy the Toolkit to share with your state and local partners.

The Public Health Foundation would like to hear about your year 2010 initiative, how you are using the Toolkit, and what additional resources or examples would be helpful to you. Please contact us at:

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³ The Public Health Foundation made every reasonable effort to confirm the accuracy of all web site addresses, resource listings, and contact information as of February 2002. PHF apologizes for any inconvenience caused by inaccurate listings.