

Choice Neighborhoods Planning Tool

Topics to Consider When Developing Your Transformation Plan

| Planning Grantee Activities | Questions to Address |
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| <p>1) NEEDS ASSESSMENT: Conduct a comprehensive needs assessment to inform the development of the Transformation Plan. Consider all 3 CN Goals:</p> <ul style="list-style-type: none"> a) People - Support positive outcomes for targeted families/ surrounding neighborhood e.g. health, safety, employment, education, recreation, etc. b) Housing - Transition distressed housing into viable, energy efficient mixed-income c) Neighborhood - Transform impoverished neighborhoods into mixed-income, well-functioning, and resource-rich neighborhoods. | <ul style="list-style-type: none"> • Have you identified what indicators you will collect; how you will collect them; who will provide the information; and when you will collect the indicators? • Are you facing any barriers or challenges in conducting the needs assessment? • What progress have you made to complete the needs assessment? • How are you using the need assessment data to inform decision-making and plan development? |
| <p>2) TRANSFORMATION PLAN: Develop a plan to deliver the continuum of solutions that addresses the challenges and gaps identified through the needs assessment. Consider all 3 CN Goals as defined above: People, Housing, and Neighborhood.</p> | <ul style="list-style-type: none"> • How will you select and prioritize strategies across the 3 CN Goals to be included in the plan? • What challenges and gaps do you anticipate in the development of your Transformation Plan? • When do you anticipate you will begin to write the plan? Who will be responsible for writing the plan, and how will this process be structured? • How will you weave together the 3 CN Goals to ensure that the plan is integrated and comprehensive? |
| <p>3) FINANCIAL SUSTAINABILITY: Work with public and private agencies, organizations (including philanthropic organizations), and individuals to gather and leverage resources needed to support the financial sustainability of your Transformation Plan. Planning grantees must demonstrate this financial sustainability by identifying the sources and amounts of current Federal, State, and local funds, including public and private funds that can be used for the plan implementation.</p> | <ul style="list-style-type: none"> • What preliminary ideas do you have about how you will gather resources to support the plan? • What types of funding sources do you anticipate will support the strategies and the administrative activities included in the plan? • What sources and amount of funds do you believe will be necessary to implement the plan? What are the potential sources of these funds? |
| <p>4) PLAN INTEGRATION: Identify strategies for building upon and leveraging high-quality programs and family and community supports; existing and anticipated Federal resources, including HOME, NSP, CDBG, Capital Funds, etc.; and existing and anticipated investments in neighborhood revitalization efforts and similar place-based initiatives funded by other Federal agencies.</p> | <ul style="list-style-type: none"> • How will you integrate other programs, existing resources, and initiatives into the plan? • What are the preliminary sets of programs you plan to integrate? • How will you build on existing efforts to improve the neighborhood? • How will you identify available relevant programs and resources on an ongoing basis? |

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| <p>5) RESIDENT AND COMMUNITY ENGAGEMENT: Build community support for and involvement in the development of the plan, which includes establishing outcomes for the neighborhood that are communicated and analyzed on an ongoing basis by leaders and members of the community.</p> | <ul style="list-style-type: none"> • How will you ensure continued engagement with the community throughout the planning process? • What steps have you taken to engage the community in the development of the plan? • What challenges do you anticipate in engaging the community? How will you address the challenges? • How will residents be involved in leadership and decision-making? • What capacity building will you do with residents and community members to ensure their meaningful participation? • What is your communications strategy? |
| <p>6) MANAGING PARTNERSHIPS: Obtain commitments from partners to work long-term to implement the plan, help ensure continued programmatic success of their plan, and develop a strategy to hold partners accountable for meeting performance goals and milestones.</p> | <ul style="list-style-type: none"> • What is the governance or decision-making structure for the entire planning process? • What commitments have you obtained from your partners for the planning process? • What preliminary commitments have you obtained from your partners for the implementation process? • What plans have you made for revised commitments? • How will you maintain partnership engagement? • What is your strategy for holding partners accountable for meeting goals and milestones? • Who is responsible for partner development and management? |
| <p>7) DATA SYSTEM: Plan, build, adapt, or expand a comprehensive data management system, while abiding by Federal, State, and other privacy laws and requirements, for all individual, household, and neighborhood indicators.</p> | <ul style="list-style-type: none"> • What are your preliminary plans for planning, building, adapting, or expanding a data system to track the indicators in your needs assessment and to monitor progress in planning and implementation? • How are you managing privacy requirements in the collection of indicators for your needs assessment? • How will you use data to inform your decision-making and plan development? • When and how will key partners share and analyze data? |
| <p>8) TECHNICAL ASSISTANCE: Identify/request needed TA to ensure the development of the Transformation Plan.</p> | <ul style="list-style-type: none"> • Have you identified any areas where you are in need of technical assistance? • Are there areas of the planning process that you anticipate will be particularly challenging for your group? |
| <p>9) COMMUNITY OF PRACTICE: Participate in a community of practice with peers to exchange information, tools and lessons that improve practice.</p> | <ul style="list-style-type: none"> • Have you planned on reaching out to the other CN Planning Grantees to improve your work? • Have you identified any existing relationships between other CN Planning Grantees and your partners? • Do you have resources available to participate in a community of practice? |