**Lawrence-Douglas County Support**

**Training and technical assistance:** sharing and providing training and TA opportunities for LiveWell volunteers and staff

**Evaluation support:** help collecting measures for success; shared platform for documentation of accomplishments/ progress towards CHIP; reporting progress on implementation of the CHIP; support periodic sensemaking

**Grantwriting support:** help identifying and writing grants to support implementation of the common agenda

**LiveWell Staff Support**

**Leadership & community engagement:**

- Provide collaborative leadership; support leadership development of others

- Serve as public ambassador for LiveWell

- Update outreach strategy as new needs emerge

- Help identify and recruit additional cross-sector stakeholders to participate in the work

- Plan and manage logistics, and attend, community events

**Strategic coherence:**

- Support and strengthen community engagement and partnerships; conduct outreach; support collaborative efforts to advance the common agenda

- In concert with work groups, oversee and support collaborative implementation of strategic plan

**Work group support:**

- Provide needed meeting supports to work group chairs (e.g., developing meeting agendas, assisting with preparation of meeting materials, reserving meeting space, facilitation tips)

- Work with work group chairs between meetings to support communication and agenda setting

**Fund development:**

- Identify and pursue potential funding sources to support LiveWell’s goals and priorities; write grants, as needed, or coordinate work of grantwriter

- Work with implementing agencies to provide information to support their grant applications

- Provide support and guidance to partner organizations in aligning resources to the CHIP/ LiveWell agenda

- Develop relationships with potential funders

- Track all funding

**Data collection and use:**

- Support documentation of changes in communities and systems facilitated by LiveWell

- Ensure all partners are aware of objectives and indicators

- Support use of data on progress by work groups

- Coordinate research and other activities with initiative partners

- Create or manage creation of yearly summary reports of progress

**Communications:**

- Develop web, eNewsletter, and social media strategy

- Create press strategy, including drafting press releases and coordinating with media outlets

**Operations:**

- Oversee daily operations

- Select, contract with, and oversee work of consultants as appropriate- Supervision of interns

**Other Support**

- Support implementation of key initiatives within action plan