

**Division Behavioral Health
FY17 Treatment and Recovery Grant Program**

Elements of a Community Action Plan

1. **Regular team meetings:** All DBH Behavioral Health services organizations operating in each local Service Area must have a plan to meet no less than quarterly to engage in ongoing problem-solving and planning for services.

The plan should describe the process the organizations in your Service Area will use to conduct meetings on a regular basis for the purpose of community planning to provide a continuum of clinical services and the projected schedule of meetings.

2. **Continuum of care:** The plan should describe the defined continuum of services provided in your Service Area.
3. **Plan to address gaps in service and coordination:** In updating the local continuum of services, the group may identify gaps in service or service coordination that impact DBH Behavioral Health priority populations. The group will describe their plan to address one or more of the gaps in service or service coordination problems in FY 2017.
4. **Plan to coordinate with primary care providers:**

For the FY 2017 grant application:

- Submit a signed Memorandum of Agreement between the community providers, that addresses plans for regular meetings, leadership roles, and taking of minutes;
- Submit a chart of the current continuum of care.
- Submit the plan to address at least one local weakness or gap in services, and
- Describe the plan to coordinate with primary care providers.
- Providers can use a format of their choice for the plan provided the above elements are included.