



Florida Regional Compact Initiative

ADOPTING AND IMPLEMENTING A REGIONAL ACTION PLAN

A critical element of a Compact's success is the creation, adoption and implementation of a Regional Action Plan. This Plan will ultimately be scaled down by each city and integrated into their planning and programs, as directed by the city's elected officials and in accordance with the city's resources and budget.

The collaborative process of creating a Regional Action Plan and adoption of that plan by each compact partner city can take many, many months -- perhaps more than a year. Following adoption, individual cities need to assess how to integrate the recommendations within their own needs and budgets. This will require the creation of an Action Plan unique to your city.

Who is responsible for creating and implementing the Regional Action Plan?

A steering committee is identified as part of the Compact creation process. An integral part of Compact adoption is each city partners' commitment to identify individuals (staff or elected officials) within their cities who will serve in the role of "coordinator" for that city with respect to the Compact, who will serve on the Compact's steering committee, and who will serve on any work groups established by the steering committee. The steering committee is responsible for developing the Regional Action Plan. Each element in the Regional Action Plan has many potential implementers because there are a myriad of stakeholders and potential partners to draw from.

What timeframe should a Regional Action Plan cover?

A five-year plan is recommended. This timeframe allows cities to begin the collaboration process to address a longer term, regional problem. All recommendations agreed to by the cities should be categorized as either "immediate" (commencing now or within the first two years) or "short" (within the five-year horizon).

Who are Regional Action Plan Partners?

Staff Steering Committee and Work Group members are not the sole collaborators and implementers. Potential partners can include other local, state or regional agencies, educational institutions, members of the business community, not-for-profits, and community organizations.

What are potential funding sources?

Wherever possible, grants dollars should be pursued as a unified group; however, implementers should consider using or redirecting existing local, state and federal funding sources, where possible.

Are policy and legislative changes needed?

This category flags items that may require legislative changes at either the local, state and or federal level. This may vary from jurisdiction to jurisdiction.

What are our own assets and resources?

This will vary among cities.

How will we track progress?

Standard milestones to track progress within the five-year timeframe should be identified and agreed upon through the work groups. In some cases, performance measures to track progress might be suggested in addition to or in the place of milestones.

Individual City Action Plan basics:

- Assign a city coordinator to implement the Regional Action Plan in your city.
- Review the Regional Action Plan and determine which strategic initiatives have been completed, making sure to document and share successes with the elected board and community.
- Understand which elements of the Regional Action Plan can be integrated into your city’s existing plans and programs, including, but not limited to: capital improvement plan, comprehensive plan, utility plan, or public works plan. Action items will need to be segmented and responsibilities assigned to departments.

Grid Template for Regional Action Plan:

RECOMMENDATION	PLANNING HORIZON	POTENTIAL PARTNERS	POTENTIAL FUNDING SOURCES	POLICY AND/OR LEGISLATION NEEDED	ESTIMATED RESOURCES REQUIRED	MILESTONES PROGRESS
[Recommended action steps identified by Steering Committee]	[Timeframe for accomplishing the recommendation, e.g., Short (0-5 years) or Immediate (0-2 years)]	[Local agencies, state or regional agencies, federal partners, academic institutions, business partners, not-for-profits, etc]	[Identify appropriate agency or source, if applicable]	[Specify Y/N]	[Specify whether can be accomplished with existing staff resources or estimate of additional resources]	[Identify milestones or benchmarks for measuring progress]