

Appendix J

Next Steps Action Planning Tool

SMART¹ Policy Goal Being Addressed: #9 Processes are Streamlined and Aligned

Strategies What specific tactics will we use to address the goal?	Key Players Who is responsible? Who else should be involved?	Expected Outcomes What will be the result of these strategies?	Timeline What is the due date of each expected outcome?	Questions and Assistance Needed
Near West AJC would like to become a pilot site for a shared data system	WIB(Chicago Cook Workforce Partnership); Near West AJC Partners	Partners can better service customers; Partners can use the database to see the outcome and effectiveness of referrals. The outcome would be Service Integration	1/2021	Access to shared database. IWIB assistance is needed to grant permissions.

¹ SMART goals are Specific, Measureable, Attainable, Realistic, and Timely.

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