### **Community Action Plan**

#### **1. Title of the Community Action Plan**

**Example:** Community Health Awareness Campaign

#### **2. Purpose of the Action Plan**

State the purpose of the community action plan.  
**Example:**To promote health awareness in the community, reduce the spread of disease, and improve the overall well-being of community members.

#### **3. Goals and Objectives**

Set SMART goals for the plan.  
**Example:**

* Increase health awareness among 80% of community members in 6 months.
* Provide free health check-ups to 200 residents.
* Launch a campaign to reduce smoking rates in the community.

#### **4. Action Steps**

Detail the steps to achieve these objectives.

| **Task/Activity** | **Responsibility** | **Timeline/Deadline** | **Resources Required** | **Status** |
| --- | --- | --- | --- | --- |
| Launch health awareness workshop | Health Officers | December 10, 2024 | Community center, guest speakers | Not Started |
| Provide free health check-ups | Local Health Clinic | January 15, 2025 | Medical supplies, volunteer doctors | In Progress |
| Anti-smoking campaign | Community Leaders | February 20, 2025 | Awareness materials, funding | Not Started |

#### **5. Roles and Responsibilities**

Clearly define roles.

* **Community Leader:** Provides direction and manages execution.
* **Local Health Officers:** Facilitate health check-ups and workshops.
* **Volunteers:** Support with community events and data collection.

#### **6. Timeline and Milestones**

Provide a timeline of major events.

* **Month 1:** Launch health awareness campaign.
* **Month 2:** Conduct first health check-up for residents.
* **Month 3:** Review progress and adjust the plan.

#### **7. Resource Allocation**

List the resources required.

* **Human Resources:** Community leaders, Health officers, Volunteers.
* **Financial Resources:** Funding from sponsors or government grants.
* **Tools/Equipment:** Educational materials, medical supplies, transport.

#### **8. Risk Assessment and Mitigation**

Identify potential risks.  
**Example:**

* **Risk:** Low community participation.
* **Mitigation:** Provide incentives such as free wellness kits

#### **9. Monitoring and Evaluation**

Define how to track success.

* **Tracking Method:** Monthly community participation and event reports.
* **KPIs:** Number of participants, increase in health check-ups.

#### **10. Sign-Off and Approval**

* **Community Leader:** [Signature/Date]
* **Local Health Official:** [Signature/Date]