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**Section 2** **CDAT Action Plan - demonstrating the needs and interests of communities across the CDAT, includes but not limited to: objectives deliverables, output targets, and intended outcomes.**

**Section 3 Measuring against the CDAT program objectives.**

**Section 1** **Aim of the CDAT Program**

**To build safe, healthy, and resilient communities through preventing, responding to, and reducing the health,**

**social and economic harm related to drug and alcohol use.**

This may be achieved through the following initiatives:

1. *Establish and strengthen partnerships among community members, local service providers and other stakeholders to develop common goals to increase knowledge and awareness of and address local drug and alcohol related issues.*
2. *Identify local issues related to the use of alcohol and other drugs in the community.*
3. *Conduct evidence-based activities and initiatives within the community to increase the awareness of the harms experienced by individuals, families, workplaces, and the broader community arising from the use of alcohol and other drugs.*
4. *Reduce alcohol and drug related harms by implementing local initiatives to prevent the uptake of illicit drug use and lessen the excessive use of alcohol and other drugs.*

**Section 2** **CDAT Action Plan demonstrating the needs and interests of the CDAT.**

* CDAT Objectives reflect the program deliverables based on the needs and interests of the CDAT communities.

The needs and interests have been gathered from localised knowledge and commentary, CDAT member discussion and consultation, forums and surveys, information/data, and CDAT stakeholders’ input and collaborations.

* Action Plan identifies the activities that will be delivered to address the Objectives related to the CDAT Program

1. **Raising Awareness**
2. **Reduce Risk Factors**
3. **Increase Protective Factors**

|  |  |
| --- | --- |
| **CDAT Name** | |
| **Chairperson/ Primary Contact** | **Primary Contact**  **Phone**  **Email** |
| **Auspice Name:** | **Auspice Contact** |

|  |  |
| --- | --- |
| **ACTIVITY ONE** | |
| **SUMMARY of ACTIVITY:**  Explain why you are doing this activity and how it relates to AOD Primary Prevention and Harm Minimisation*.* Outlining how your CDAT has identified the need for this activity based on the needs and interests of your communities identified through:   * *Cross referencing and use of localised feedback and commentary,* * *CDAT member discussion and consultation,* * *Forums, survey information/data, as well as data related to AOD use/issues gathered.* |  |
| **What is the objective of your Action Plan** | **Raising Awareness**  Increase community awareness of the harms associated with alcohol and other drug use.  **Reducing Risk Factors**  Limit the availability of alcohol, and minimise the harms associated with other drugs within the community.  **Increasing Protective Factors**  Increase social engagement, family and carer connectedness, and access to healthy lifestyle related activities. |
| **PLANNING**  **How will you deliver your activity?**  *What steps do you need to take to complete your activity?* |  |
| **TIMELINE**  **When do you expect to deliver this activity, please provide dates/months?** | *Noting if your intention is to deliver activities in schools, please ensure you have already discussed this with the school prior to committing to the activity to ensure you are able to deliver within this funding round.* |

**DELIVERABLE and OUTCOMES – use the examples below to guide how you inform us on what your CDAT will be delivering and what you are hoping to achieve.**

|  |  |
| --- | --- |
| **Quantify what you will be delivering.**  **How many workshops do you intend to deliver?**  *e.g., Deliver 6 educational workshops that target young people aged 12-15 to provide them with an awareness and understanding of AOD risks and harms.*  **How many participants do you expect to attend?**  *e.g., Anticipate approximately. 85 people will attend the workshops and where the information may influence a change in behaviour or attitude towards AOD.*  **How many resources / services provider information was distributed?**  *e.g., Anticipate approximately. 65 people will be able to access resources that provide information on where they can access support or further information can be sourced.* | **What outcomes are you hoping to achieve?**  **Increase awareness and understanding of AOD risk & harms.**  *e.g., Surveys completed at each of the 6 workshops delivered reported 75% of participants obtained an increased awareness and understanding of AOD the risks and harms.*  **Encourage a change in behaviour and /or shift in attitude.**  *e.g., Surveys and feedback provided by 85 participants indicate the activity has contributed to influencing a 75% shift in behaviour and attitude towards AOD****.***  **Improve knowledge on how and where to seek support and /or access support.**  *e.g., 85% of participants have reported an increase in knowledge and ability to know where and how they can seek support or access services*. |
| 1 | 1 |
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| 3 | 3 |

**DATA COLLECTION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Evidence-based Activity | Resources | Target Group | Substance of Focus | Location |
| Alcohol  Other Drugs  FASD  Families & Parenting  Older People  Social & Emotional Wellbeing  Prescription Drugs  Employment & Training  Education & Awareness | Your Room, NSW Health  Alcohol and Drug Foundation  Drug Info, SW State Libraries  Matilda Centre  Other evidence-based sources | Young people 12-18yrs  Young Adults 19-25yrs  Families and parents  Older people 65-90yrs  LGBTIQ+  Whole community  Aboriginal and Torres Strait Islander people  People from non-English speaking background | Alcohol  Crystalline Methamphetamine  Heroin/Opioids  Cannabis  Ecstasy and related drugs  Other ­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_ *please advise what other is* | Public outdoor space  Primary health site  PCYC  Library  Sporting club or grounds  Social Housing  Community Event  *e.g.,* *NAIDOC Week, Youth Week, Seniors Week,* |

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| --- | --- | --- |
| **BUDGET ACTIVITY ONE**  **Expenditure item** | **Cost** | **Total** |
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|  |  | **$** |

**IN-KIND CONTRIBUTIONS (if applicable) -***some of your activities may include in-kind contributions. We would like to be able to demonstrate the value of these contributions and kindly ask you to record them below.*

|  |  |  |
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| **Budget item description for funds/donations / in-kind contributions in addition to CDAT funding** | **Unit of Value**  E.g.: donations, venue hire gifted, staff time etc. | **Total valued added to activity** |
|  |  |  |
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|  |  |  |
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|  |  |  |
|  |  |  |
|  | **TOTAL** |  |

**TOTAL AMOUNT REQUESTED**

*Using the table below to outline the proposed budget, per item of expenditure, for each proposed activity.*

|  |  |
| --- | --- |
| **ACTIVITY BUDGET** | **Total** |
| **ACTIVITY ONE** |  |
| **ACTIVITY TWO** |  |
| **ACTIVITY THREE** |  |
| **TOTAL AMOUNT REQUESTED** | **$** |

|  |  |
| --- | --- |
| **Budget item description for funds/donations / in-kind contributions in addition to CDAT funding** | **Total valued added to activity** |
| **ACTIVITY ONE** |  |
| **ACTIVITY TWO** |  |
| **ACTIVITY THREE** |  |
| **TOTAL IN KIND CONTRIBUTIONS** |  |

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**SECTION 4.**

1. **Evaluation**

Understanding whether the CDAT has achieved the projected objectives of the Action Plan and learning from the experience.

**Reflecting on what has been learnt from the delivery of your CDAT activity.**

Our reflections impact the way we plan for the upcoming year around what activities could be implemented – based on the local factors. This document could be used to inform your conversations to support/consider Regional Grant applications using the Action Plan to inform.

Ideally you would only have a maximum of three recommendations to focus/ work on

**What you have noticed in your region as CDO’s that has occurred**

* Past year focus on engaging members
* What you know from your common conversations you have learnt about your CDATs
* What have they wanted to do but not been able to afford to deliver/ continuation
* **What would you recommend going forward?**

***e.g.:*** *CDAT has a high Aboriginal population, focus to engage with Aboriginal organisations who could support engagement with community.*

**What has changed (or not)?**

To better understand what may or may not have changed as result of the proposed objectives, we will analyse and reflect on collected data/information against the proposed targets and intended outcomes as stated in the CDAT Action Plan 2024-/25. We will do this using:

* Collated outputs and outcomes data, information, feedback and commentary, stories and pictures from the activities delivered across the CDAT.
* Numbers of - networks and partnerships built, information, resources and tools shared across CDATs and organisations/groups.
* Measured increases in profile and awareness through event and activity attendance, and sharing of online presence including the CDAT website, state, and local Facebook pages.
* Changes in results from the three key questions using the data collected directly in response to the outcomes questions.

1. **Measuring and evaluating the success (or otherwise) of proposed objectives:**

CDATS will work across sectors and communities, delivering activities to achieve the above, broad objectives.

Activities will be measured and evaluated quantitatively and qualitatively, in the following ways:

1. **Output** data collection, such as number of attendees and participants, number of resources developed, events attended, and connections made.
2. **Outcomes** data and information collection, such as through surveys (pre and post activity delivery), one on one interviews, objective uptake/use comparison and case studies.

* What may or may not have changed as a result of the activity/ies?

Ask 3 key questions –

Has the activity led to:

* **an increase in knowledge and awareness of the risks associated with AOD use?**
* **a stated intention to change or adjust personal AOD use?**
* **an increase in awareness about AOD support services and information that is available locally and online?**

**How?**

* Collated data, information, feedback and commentary, stories and pictures from the activities delivered across the CDAT.
* Networks and partnerships built, information and tools shared across CDATs and organisations/groups.
* Profile raising through event and activity attendance, and sharing of online presence including the CDAT website, state, and local Facebook pages.
* Reflect on results from the 3 key questions (above) using the data collected directly in response to the outcomes questions.