



Stories from NEPP Communities

Local Planning Deliverable Timeline

Name of County	St. Lucie County Health Department
NEPP Community	All participating
Subject or Activity	Community Deliverable Timeline
Theme (Check the appropriate category)	<input checked="" type="checkbox"/> Administrative Tools
	<input type="checkbox"/> Outreach / Marketing / Communication
	<input type="checkbox"/> Kudos / Pictures
	<input type="checkbox"/> Other (please specify)
Date of activity or date submitted if ongoing	2012-2013 Grant award (Submitted 10-16-12)
Description of activity or issue	<p>A way was needed to simplify the deliverable timeline that applied to all communities to target only that which was applicable to my participating communities.</p> <p>It was also necessary to ensure that community deliverables were received in time for the county to forward documentation of deliverables to the state coordinator.</p> <p>A form was developed that pulled from the state template only those deliverables required by local programs. Timeframes were established to give the programs a due date two weeks prior to the date the county was required to submit them to the state coordinator. Each program had to sign off on the timeline as part of their Memorandum of Agreement.</p>
Outcomes resulting from activity	<ul style="list-style-type: none"> • NEPP communities were better able to see and understand required deliverables. • Communities took more responsibility for completing deliverables. • The county was better able to meet its scheduled timelines.
Attachments or web address	See attached sample copy of simplified Local Planning Deliverable Timeline for 2012-2013 communities.
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Florida Department of Health
Office of Public Health Nursing

St. Lucie County Neighborhood Emergency Preparedness Program (NEPP) Planning Timeline 2012 -2013

Due Date	Deliverable	Date Completed
August 20, 2012	Memorandum of Agreement and Point of Contact	8/6/2012
	Planning Timelines	8/6/2012
October 1, 2012	Roles and Responsibilities	
November 5, 2013	Define core educational requirements (trainings)	
	Submit DRAFT of Community Emergency Preparedness Plan	
January 1, 2013	Submit exercise plans	
	Submit spending plan	
February 8, 2013	Submit training activities	
March 8, 2013	Exercise Deadline	
	Community members availability	
April 1, 2013	Submit Exercise After-Action-Reports	
May 1, 2013	Submit FINAL Community Emergency Preparedness Plan	

August 6, 2012

The participating communities in St. Lucie County have agreed to the above Planning Timeline – Cascades @ St. Lucie West, Lake Forest @ St. Lucie West and Savanna Club.