



# NCCEP/GEAR UP CAPACITY-BUILDING WORKSHOP



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## EXCEL WORKSHOP

Focusing on Implementation through the 'Delivery' Methodology: Leveraging Implementation Tools and Practices to Strengthen GEAR UP Programs

The delivery approach produces results by focusing leaders on four fundamental questions



**"delivery"** (*n.*) is a systematic process through which system leaders can drive progress and deliver results.

**It involves asking the following questions consistently and rigorously:**

- 1 What are we trying to do?
- 2 How are we planning to do it?
- 3 At any given moment, how will we know whether we are on track?
- 4 If not, what are we going to do about it?

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The delivery framework can be summarized into five main buckets



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## PLANNING TOOL: STRATEGY PROFILES

A strategy profile is a tool designed to help you define important details for implementing a strategy or project. It is designed to be both simple and specific—so that it can really help drive the day-to-day work. Many strategy profiles will contain the elements listed below but can be adapted to fit the needs and context of your program and work.

Template				
<b>Strategy name</b>				
<b>Theory of Action:</b>	<b>What:</b> What does success look like for this project or strategy? By When?			
	<b>Why:</b> Why should this project be a priority for your program? How does it help?	<input type="checkbox"/> Increasing academic performance and preparation	<input type="checkbox"/> Raising aspiration(s) and expectations for families	<input type="checkbox"/> Increasing college & career knowledge, participation
		<input type="checkbox"/> Other		
	<b>Who:</b> Who will be most impacted by the strategy?			
<b>How:</b> What key actions or accomplishments must occur for implementation to be on track?	<b>January thru April 2016</b>	<b>May thru August 2016</b>	<b>September thru December 2016</b>	

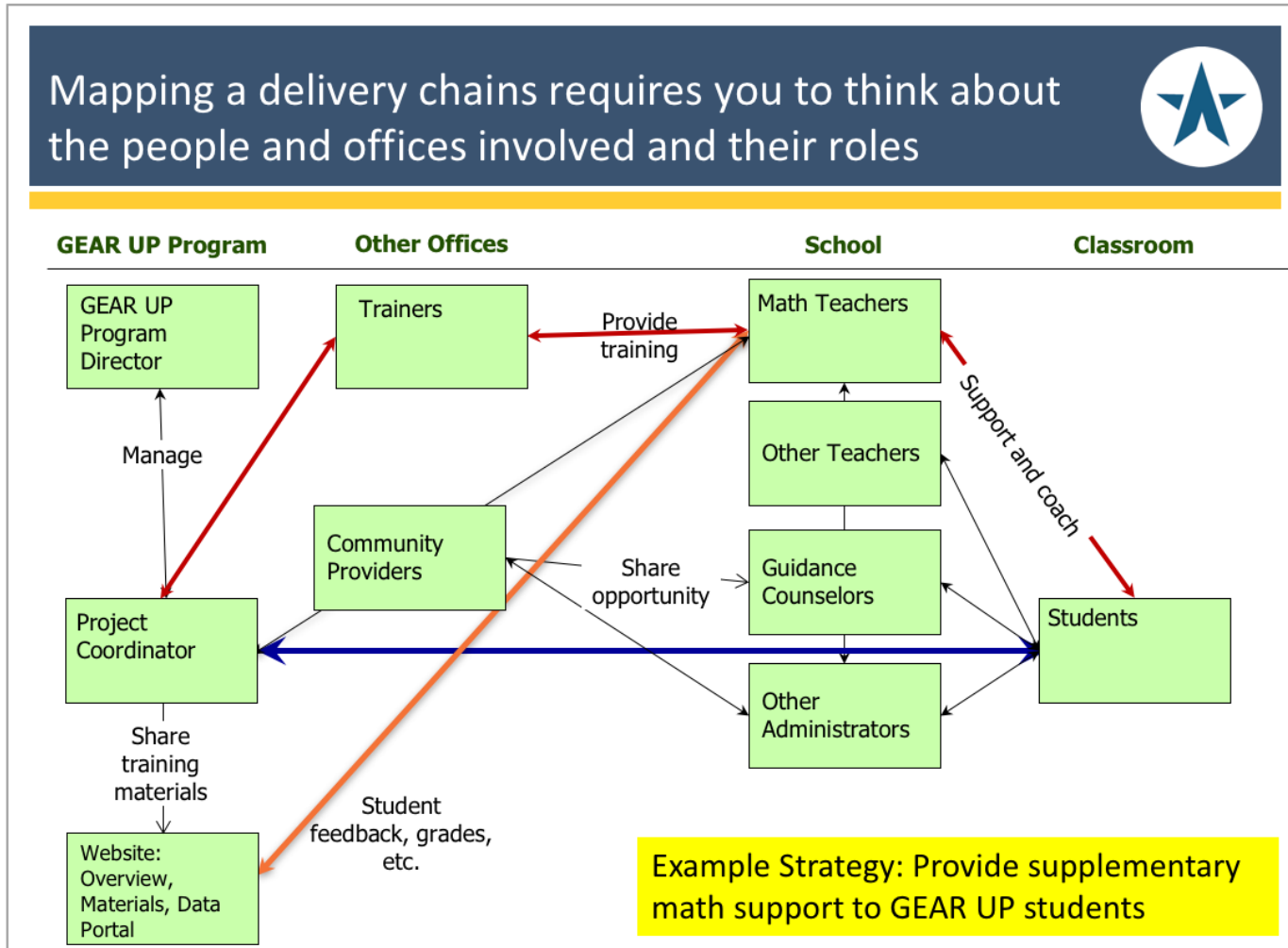


<b>Template</b>			
<b>Delivery Chain:</b> Who are the critical people, offices, and/or entities that need to be involved in the effort? What should be their role?	<b>Who</b> <i>Who (person/office/entity) is most critical?</i>	<b>Role</b> <i>What do we need them to do differently?</i>	<b>Capacity</b> <i>How can we ensure they're successful?</i>
<b>Metrics:</b> What data could you use to understand progress? What do you have? What will you need to get?			
<b>Risks:</b> What are the major risks and how will the team manage them?			
<b>Resources:</b> What resources do we need to ensure successful implementation?			



### Delivery Chain Example

A **delivery chain** is the set of actors (people or organizations), and the relationships between them, through which a given strategy will be implemented. It attempts to answer the question how – and through whom – does a system activity actually happen?



Please use the following page if you would like to draw your own.



## Delivery Chain for Your Gear Up Strategy

### Next Steps and Reflection

- What is one key realization about your work or take-away from this session?
- What is an immediate next step that you will take to move forward your plan?
- What will you share your colleagues and teammates?

We hope you enjoyed this session! For free planning and implementation tools and resources, please visit <http://www.deliveryassociates.org/tools/>

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