

CTAS Timeline

Tribe name: Little Traverse Bay Bands of Odawa Indians

18-month project timeline

Purpose area: 2 – Comprehensive Tribal Justice Systems Strategic Planning

Purpose Area #2 Goal – To develop a comprehensive strategic plan to improve LTBB justice systems and community wellness and safety				
Objectives	Activities	Start Month	End Month	Person Responsible
Objective 1) <i>Build collaborative partnerships among a minimum of six core partner agencies to develop solutions to public safety problems</i>	Identify strategic planning partners	1	2	Tribal Administrator
	Hire Project Coordinator	1	3	Tribal Administrator
	Schedule and conduct initial planning team meeting <ul style="list-style-type: none"> • Establish group protocols and meeting structure • Review timeline of activities • Develop task checklist for partners 	1	3	Tribal Administrator, Planning team
	Develop formal qualified service agreements with at least six core project partners (Law and Conservation Enforcement, Substance Abuse/Mental Health, Human Services, Prosecutor, and Court) as a formal mechanism for data and information sharing <ul style="list-style-type: none"> • Educate team to provide accurate data to inform decision making • Determine guidelines to protect client confidentiality while sharing data for public safety issues • Educate team to identify crime trends and be proactive in the community 	2	17 (Year 2)	Project Coordinator will prepare drafts based on planning team input and work with DOJ TA providers to coordinate training events
	Schedule and conduct a minimum of 15 monthly planning team meetings and/or on-site training with DOJ technical assistance providers to receive ongoing support for all aspects of the strategic planning process	2	18 (Year 2)	Project Coordinator, Planning team
Objective 2) <i>Complete a Community</i>	Attend two mandated TA events (pending DOJ TA availability) and report back to the full strategic planning team	2	6	Tribal Administrator, Police Chief

<i>Needs Assessment by Month 6</i>	Determine information to include in the needs assessment with assistance from DOJ TA providers	3	3	Coordinator, Planning team
	Create data collection instrument w/ assistance from DOJ TA providers	3	4	Coordinator
	Collect/analyze community data w/ assistance from DOJ TA providers	4	6	Coordinator
	Create a Community Needs Assessment Report	6	6	Coordinator
<i>Objective 3) Complete a strategic plan for LTBB's justice system and community wellness and safety by Month 18</i>	Draft needs assessment section of plan for team/TA review and edits	6	6	Coordinator
	Identify community strengths and resources	6	7	Planning team
	Define community challenges and gaps in services	6	7	Planning team
	Draft community strengths/resources and gaps/challenges section of plan for team/TA review and edits	7	8	Coordinator
	Identify positive, holistic strategies to strengthen LTBB justice system and promote community wellness and safety	7	8	Planning team
	Develop budget estimates for identified strategies with input from LTBB Planning Director for any construction related activities	7	9	Planning team
	Prioritize identified strategies and develop timeline for implementation	8	10	Planning team
	Draft strategy & timeline sections of plan for team/TA review and edits	11	12	Coordinator
	Submit full draft plan for team/TA review and edits	13 (Year 2)	14 (Year 2)	Coordinator
	Submit full draft plan for DOJ review	14 (Year 2)	14 (Year 2)	Grants Office
	Complete DOJ recommended edits and submit revised plan draft for team review and approval	15 (Year 2)	16 (Year 2)	Coordinator, Grants Office
	Finalize comprehensive strategic plan	16 (Year 2)	17 (Year 2)	Planning team
	Submit final plan to DOJ	18 (Year 2)	18 (Year 2)	Grants Office