

CPM Implementation Logic Model: Tips and Template

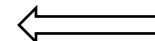
Early CPM logic modeling assists counties and their planning teams to be intentional about the implementation outcomes they are working toward and the data that will be used for understanding and improvement. Working from the implementation objectives in the local CPM implementation plan, the logical sequence from “Activities → Outputs → Outcomes” is mapped so the strategic thinking behind the agency’s implementation efforts becomes apparent. Implementation logic models reflect capacity-building “intentions” and are updated as CPM implementation plans and support needs evolve and change. A template for completing an implementation logic model is included at the end of this tip sheet with short descriptions and examples of what to include in each section of the template outlined below.

A. IMPLEMENTATION ACTIVITIES - the actual processes, tasks, and actions by the agency to prepare for and support implementation.

- Using the local CPM implementation plan, reframe each Implementation Objective as a concise Implementation Activity by restating the objective with an active verb at the beginning (*Hold* meetings for staff..., *Develop* leadership team..., *Provide* training to staff..., etc.)
- List each Implementation Activity in Column A, in the cell to the right of the relevant Implementation Planning Area. Consecutively number the activities within each Implementation Planning area.

A. IMPLEMENTATION ACTIVITIES	
Organization and Leadership	<ol style="list-style-type: none"> 1. Hold meetings/forums for staff to develop clarity about and participate in local CPM implementation and practice 2. Develop clear visible CPM leadership team structure 3. Develop clear CPM implementation teaming structure
Workforce Development	<ol style="list-style-type: none"> 1. Provide knowledge and skill-based training to Exec Leaders/ Mgrs/Sups in applying CPM leadership behaviors 2. Provide knowledge and skill-based training to SW's/Sups in applying CPM practice behaviors 3. Provide knowledge and skill-based training to Sups/Mgrs in supervision coaching of their staff

Example: “Any County, CA”
Extract from CPM Implementation Plan



Organization and Leadership Objectives & Workforce Development Objectives restated as Implementation Activities

B. OUTPUTS - easily countable, direct, tangible products or results of each implementation activity.

- To identify outputs for each activity, identify the event or product that represents the activity was completed. (For instance, if the activity is to train CWS staff, a high % of staff having completed CPM training represents the activity has been completed).
- For outputs that involve training or services to a target group, it is helpful if the output includes the # of events or services delivered and the % of the target group who participated in the event or received the service. In addition:
 - ✓ Identify outputs that have an existing data source whenever possible (for instance, training sign-in lists or database, team charters, meeting notes, and other business flow documentation and process data)
 - ✓ When no data source exists, consider developing a data source (for instance, an action might be included under the objective in the plan to develop a coaching log and introduce it as part of coaching start-up activities in order to ensure easily countable coaching output data)
- Enter the output(s) for each activity in column B (placing it in the cell to the right of the activity that it goes with and giving it the same number as the activity).

	A. IMPL. ACTIVITIES	B. OUTPUTS
Organization and Leadership	1. Hold meetings/forums for staff to develop clarity about and participate in local CPM implementation and practice 2. Develop clear visible CPM leadership team structure 3. Develop clear CPM implementation teaming structure	1. # meetings or other forums for this purpose/ # and type of attendees 2. Charter(s) for Leadership Team(s) 3. Charter(s) for Implementation Teams(s)
Workforce Development	1. Provide knowledge and skill-based training to Exec Leaders/ Mgrs/Sups in applying CPM leadership behaviors 2. Provide knowledge and skill-based training to SW's/Sups in applying CPM practice behaviors 3. Provide knowledge and skill-based training to Sups/Mgrs in supervision coaching of their staff	1. # CPM leadership trainings provided/ % trained 2. # CPM practice trainings provided/ % SW's/Sup's trained 3. # coaching trainings provided/ % Sups/Mgrs trained

Example:


 Outputs identified for each activity

C. IMPLEMENTATION OUTCOMES - early changes that reflect increased CPM knowledge, skills, behaviors, and agency support as a result of completing each implementation activity.

- Use “if-then” logic to connect each implementation activity to the expected implementation outcome.

IF ... (*the agency completes the implementation activity and meets the objective*) →

THEN ... (*describe early changes in knowledge, skills, behavior, or agency supports expected to happen*)

- It may help to think about who or what is targeted by the implementation activity (staff, agency teaming structure, partnerships, etc.) and then describe the type of change for that targeted group, stating it in the present tense.
- Enter the outcome for each activity in Column C (placing it in the cell to the right of the corresponding activity/output and giving it the same number as the activity/output).

Example: Outcomes for each Activity are identified in the completed logic model extract below.

	A. IMPLM. ACTIVITIES	B. OUTPUTS	C. IMPLEMENTATION OUTCOMES
Organization and Leadership	1. Hold meetings/forums for staff to develop clarity about and participate in local CPM implementation and practice 2 & 3. Develop clear CPM leadership and implementation teaming structures	1. # meetings or other forums for this purpose/# and type of attendees 2. Charter(s) for Leadership Team(s) 3. Charter(s) for Implementation Teams(s)	1. There is awareness, buy-in and support for CPM and its implementation throughout the agency 2 & 3. Linked CPM teaming structures actively coordinate and support day to day implementation and leadership team roles, responsibilities, activities, and strategies to fully support CPM
Workforce Development	1. Provide knowledge and skill-based training to Exec Leaders/ Mgrs/Sups in applying CPM leadership behaviors 2. Provide knowledge and skill-based training to SW's/Sups in applying CPM practice behaviors 3. Provide knowledge and skill-based training to Sups/Mgrs in supervision coaching of their staff	1. # CPM leadership trainings provided/ % trained 2. # CPM practice trainings provided/ % SW's/Sup's trained 3. # coaching trainings provided/ % Sups/Mgrs trained	1. Exec Leaders/ Mgrs/Sups are knowledgeable about and building skill in applying the CPM Leadership Behaviors 2. SW's/Sups are knowledgeable about and building skill in applying the CPM Practice Behaviors in their work/roles 3. Sups/Mgrs are building the confidence and competence of their staff in applying CPM behaviors in their work/roles

CPM IMPLEMENTATION LOGIC MODEL

COUNTY:

CPM PLANNING HORIZON DATES:

		A. IMPLEMENTATION ACTIVITIES <i>[each implementation objective in CPM implementation plan stated as an activity]</i>	B. OUTPUTS <i>[easily countable, direct, tangible results of completing activity/objective]</i>	C. IMPLEMENTATION OUTCOMES <i>[early changes in knowledge, skills, behaviors or agency support for CPM as a result of completing each implementation activity/objective]</i>
Organization & Leadership	1.	1.	1.	
Workforce Development	1.	1.	1.	
Data for Improvement	1.	1.	1.	
Strengthening Partnerships	1.	1.	1.	