



X	Proposed Action Items
C	Actions Completed

## Northern Capacity Building Advisory Committee – Algoma District 2020-2021

<i>Focused Action Items</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>April</i>
<b><u>Meeting 1</u></b> <i>Introductions/context/review draft Terms of Reference</i>		C									
<b><u>Meeting 2</u></b> <ul style="list-style-type: none"> <li><i>Finalize Terms of Reference</i></li> <li><i>Selection of Co-Chair</i></li> </ul>			C								
<b><u>Meeting 3</u></b> <i>Strategy design</i>			C								
<b><u>Meeting 4</u></b> <i>Strategy design</i>				C							
<b><u>Meeting 5</u></b> <i>Finalize strategy design/plan for evaluation</i>				C							
<b><u>Meeting 6</u></b> <i>Strategy Launch</i>					C						
<b><u>Meeting 7</u></b> <i>Monitor implementation/course correct if required</i>						X					
<b><u>Meeting 8</u></b> <i>Monitor implementation/course correct if required</i>								X			

X	Proposed Action Items
C	Actions Completed

<b>Focused Action Items</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>
<b><u>Meeting 9</u></b> <ul style="list-style-type: none"> <li><i>Review Evaluation (first 3 months)</i></li> <li><i>Review funding (are we on track)</i></li> </ul>									X		
<b><u>Meeting 10</u></b> <ul style="list-style-type: none"> <li><i>Monitor implementation/course correct if required</i></li> <li><i>Review Draft Evaluation Report</i></li> </ul>									X		
<b><u>Meeting 11 – Final meeting</u></b> <ul style="list-style-type: none"> <li><i>Report</i></li> <li><i>Share/present lessons learned with key stakeholders</i></li> </ul>										X	