

COVER LETTER

LHIC Information

LHIC	Garrett County Health Planning Council
Jurisdictions served	Garrett County
Federal Employer Identification Number	23-7390591
Main Address	1025 Memorial Drive Oakland MD, 21550
Lead/Contact Name	garretthealth.org
Contact Phone	301-501-6161
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WORK PLAN TEMPLATE

Instructions:

1. Use the work plan template to outline strategy, objectives, and activities for the project period. **Add additional sections or rows as necessary.** Refer to the following definitions for use in this document:
 1. **Outcome Objectives:** Measurable changes in supportive policy, systems, or environments. Objectives must be SMART (Specific, Measurable, Achievable, Realistic, Time-phased). CDC Guide to Writing SMART Objectives: <http://www.cdc.gov/healthyouth/evaluation/pdf/brief3b.pdf>
 2. **Activities:** A list of key actions that will be implemented. If possible, these actions should be specific, measurable and sufficient in quantity such that their completion should lead to the accomplishment of the outcome objective.

LHIC:	Garrett County Health Planning Council
Contact Person:	Shelley Argabrite -MDH-
Email Address:	Shelley.Argabrite@maryland.gov
Phone Number:	301-501-6161

Strategy #1:	Build Capacity for Garrett County Food Subcommittee			
Outcome Objective #1:	Create and formalize an organization/agency to continue to build capacity and provide additional opportunities for sustainability for the food security workgroup by May 31, 2023.			
Activity	Person Assigned	Key Partners	Measure	Timeline
Institutionalize a formalized organization/agency (name to be determined) to build capacity and sustainability for the food security workgroup and to own the materials	Willie Lantz	Garrett Growers, LHIC, University of Maryland Extension- Garrett County	Organization/agency established Creation of formal by-laws or charter	March 2023 May 2023

created thus far				
Meet with partners/volunteers actively distributing food (listed in the Food Resource Brochure) to network, and understand their needs and mission for service	Melissa Bolyard	Garrett Growers, LHIC, the University of Maryland Extension- Garrett County	Information garnered would be included in the Data Insight prepared for community distribution	Feb 2023
Health Planning Council presentation April & October 2023 by organization/agency	Willie Lantz & Shelley Argabrite	Organization/agency & LHIC coordinator/health strategist	Co-create a Data Insight to present to the HPC in April. Update HPC in October	April 2023 Oct 2023

Strategy #2:	Utilize mygarrettcountry.com in the integration of the food security goal (Increase access to healthy nutrition from DPP) into the Community Health Improvement Plan			
Outcome Objective #2:	Transparent data sharing and community engagement will be recorded utilizing mygarrettcountry.com Recording goals and strategies for meeting the goals, along with time-framed targets to show progress in the Action Group on mygarrettcountry.com throughout the grant period with updates to data on the 15th of each month by org/agency partners.			
Activity	Person Assigned	Key Partners	Measure	Timeline
Update Action Group	Cheryl Deberry	Garrett Growers	Data updates	Recorded the 15th of each month
Add events to the shared calendar via Garrett Platform	Melissa Bolyard	University of Maryland Extension	Events entered	Entered one month before they occur

Strategy #3:	Outreach and Digital Inclusion			
Outcome Objective #3:	Launch a campaign working with partners to coordinate and promote food security by increasing awareness of the food resource guide, well-being guide, and gogarrettcounty.com.			
Activity	Person Assigned	Key Partners	Measure	Timeline
Help residents utilize technology to register for an account on gogarrettcounty.com	Digital inclusion coordinator	Garrett County Government & Health Strategist	# of accounts created through the process	May-July 2023
Create a variety of blog posts for gogarrettcounty.com to promote healthy nutrition and local resources	Shelley Argabrite	Garrett Growers, LHIC, University of Maryland Extension- Garrett County, Garrett County Government	# of published posts	Monthly 2023
Create a video series to use on gogarrettcounty.com to promote affordable healthy cooking	Cheryl Deberry & Willie Lantz	Garrett Growers, LHIC, University of Maryland Extension- Garrett County, Garrett County Government	# of videos	May - June 2023
Create a radio ad for promotion of materials and events on gogarrettcounty.com	Cheryl Deberry, Willie Lantz, Melissa Bolyard	Garrett Growers, University of Maryland Extension- Garrett County, Garrett County Government	Radio ad airing times	June 2023
Update, print, and publish Well-Being guide	Shelley Argabrite	LHIC/Health Strategist	# published guides # of downloads	May 2023

Update, print, and publish Food resource brochure	Melissa Bolyard	University of Maryland Extension- Garrett County	# published guides # of downloads	May 2023
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Strategy #4:	Improve Access to Fresh Fruit and Vegetables by providing Pop Up Markets along with Public Education & Resource Coordination.			
Outcome Objective #4:	Hold pop-up markets in remote areas of the county like Friendsville and affordable housing communities where transportation is limited every week from May 2023 - August 2023. Public Education and resource coordination will occur during the Pop Up Markets.			
Activity	Person Assigned	Key Partners	Measure	Timeline
Plan Pop Up Markets and advertise	Willie Lantz & Melissa Bolyard	Garrett Growers, University of Maryland Extension- Garrett County	# of Pop Markets held	May - August 2023
Public Education & Resource Coordination	Cheryl Deberry	Garrett Growers, LHIC, University of Maryland Extension- Garrett County, Garrett County Government, WIC	# SNAP Benefits Utilized	May - Aug 2023

BUDGET NARRATIVE

Budget narrative: Include a full description of each budget item for this project. Add more rows as needed.

Budget Item	Description/Justification	Item Cost	% of Total Project Cost
LHIC/ Health Strategist	Grant coordination, oversight, and reporting. Training of digital inclusion coordinator, writing and promotion on gogarrettcounty.com, write and publish Data Insight	5,000	
Establish organization/agency	Management entity to build capacity for sustainability	4,500	
Marketing Campaign	Video creation and radio ads	3,000	
Garrett Growers	Public education & resource coordination at pop-up markets in remote locations like Friendsville affordable housing communities.	6,900	