

Title

We hope that this template will be used by our partners to submit their Case Studies, Best Practices, and Lessons Learned in emergency preparedness and response. A brief description of the information to include in each section follows. Overall guidelines for submission include:

- Please limit your story to no more than one page, front and back.
- Pictures related to your submission are encouraged but please limit these to no more than three.
- List key words to attach to your story (e.g., hurricane, evacuation, vulnerable populations).
- Include contact information of your organization so people can reach you.

Background or History

Include here a description of why the intervention was deemed necessary. Information to include:

- Location of the project, demographics of area, and population served;
- Issues that were to be addressed;
- What had been done to address the problem in the past;
- Who was directing the intervention; and,
- What were the projects objectives?

Inset Picture if Available
(PNG, GIF, or JPG format; minimum resolution 150 dpi)
Please note photo source

The Intervention

Describe here how the project was implemented including:

- Was the project funded, how;
- Was there a need for partners;
- Past history of problem/issue;
- What made this approach to the project different, creative, better;
- What were the specific steps taken to implement the project; and,
- What was the intervention's timeline?

Positive Impacts

Explain how the project impacted/improved the target population's status quo. For instance:

- What specific actions or factors led to your projects success;
- Were the objectives met; why or why not;

- How many people did the project ultimately reach;
- Is there evidence that the intervention improved the populations chances of survival/recovery after an incident;
- Did the project point out the need for other system-wide changes to be made; and,
- Did the intervention instill a sense of ownership and commitment to continue the practice going forward?

Lessons Learned

Finally, what can you tell us about the challenges and lessons learned during project implementation. Such as:

- What challenges were encountered and how were they addressed;
- What lessons were learned in relation to the intervention;
- What lessons were learned in regard to collaboration with partners;
- Was the cost of the project worth the benefit; and,
- Is there enough support for the benefits of the project to be sustained?

Conclusion

Provide a brief statement to sum up the overall effects of the intervention.

Contact

For more information about this program, please contact:

Agency Name/Address	Contact Person	Phone/Fax/Email	Website/Facebook/Twitter Account
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Submissions

Questions? Need Help? Please contact maryweber@email.arizona.edu. You can also submit your completed Case Studies to the same email address.

Acknowledgments: Content requested in this template has been modeled after the National Association of County & City Health Officials' (NACCHO) Model Practice Awards Program.

