



2020-21 Time Line

January 2020	Kick Off Meeting Establish Steering Committee, Data Team and Communication Team Fundraising begins
February 2020	Data Team Meetings Initial fundraising pledges received; fundraising continues throughout process
March 2020	Data Team Meetings
April 2020	Steering Committee meeting Data Team Meetings
May 2020	Data Team Meeting (<i>finalize survey instrument</i>) Steering Committee Meeting Review/Finalize Survey Vendor Contract
June 2020	Award Survey Contract Communications Team Meetings
July 2020	Vendor: Cognitive Testing/Make Adjustments Communications Team Meetings Implement Communications Plan
August 2020	Vendor: Survey in the field last week of month Implement Communications Plan Communications Team Meeting/Data Release Planning
September 2020	Vendor: Survey in the field Communications Team Meeting/Data Release Planning
October 2020	Vendor: Survey in the field Data analysis Communications Team Meeting/Data Release Planning (if needed)
November 2020	Data analysis
December 2020	Data Analysis/Report Development Steering Committee Meeting Communications Team Meeting/ Planning
January 2021	Finalize Reports Communications Team Meeting/Data Release Planning
February 2021	Data Release
March 2021	Follow-up Meeting/Develop plans for health improvement initiatives