



**City of Phoenix**

**Youth Opportunities Unit  
Strategic Plan 2007**

**Plan-to-Plan**

<b>Phase 1 Plan-to-Plan</b>	Create project timeline Create monitoring web site	May 11-19
<b>Phase 2 Environmental Scan (Gather information)</b>	Review and analyze documents: <ul style="list-style-type: none"> <li>• Internal employee surveys, 2001-03</li> <li>• Customer satisfaction surveys, 4 programs, 2003</li> <li>• Human Services Dept. 2003-04 Operating Budget</li> <li>• Program descriptions</li> <li>• Brochures and marketing materials</li> </ul>	May 12-24
<b>Phase 3 Focus Groups (Gather information)</b>	Three facilitated focus groups: <ul style="list-style-type: none"> <li>• Service delivery employees (group A)</li> <li>• Service delivery employees (group B)</li> <li>• Youth Opportunities Unit senior staff</li> </ul>	May 25 May 25 May 25
<b>Phase 4 Strategic Planning Team (Make decisions)</b>	Two-day facilitated strategic planning retreat: <ul style="list-style-type: none"> <li>• Mission and issues</li> <li>• Goals and objectives</li> </ul>	June 15 June 16
<b>Phase 5 Communications</b>	<ul style="list-style-type: none"> <li>• Draft Strategic Plan</li> <li>• Final Strategic Plan and Year 1 Action Plan</li> <li>• Other communications activities</li> </ul>	June 30 July 22 June 16 (plan)
<b>Phase 6 Implementation</b>	Implementation Selection & training for Strategic Work Groups Quarterly update reports Strategic plan adjustment meetings	Jul./04-Jun./07 Jul./04 Sep./04 qtrly. Dec./04-07 ann.