

# LAUNCH AND INTERAGENCY TRAINING PLANNING CHECKLIST

---

The *Blueprint launch* is the presentation of the Blueprint as a collective policy to the community and to agency practitioners. The launch announces that criminal legal system agencies have united to respond to battering with a shared purpose and goals that are defined by the Blueprint’s principles. It engages agency leaders in making a public commitment to the Blueprint and presenting the highlights of policy changes. A launch event often involves media attention—conventional and social media—and might involve presentations by Blueprint champions and public officials who have not been directly involved in the adaptation process but whose support is important. The launch promotes the Blueprint as a way for the system to respond more quickly and effectively and enhance its capacity to stop violence, reduce harm, and save lives.

The *Blueprint interagency implementation training* focuses on practitioners and sets the stage for successful implementation. It presents key policy changes and documents related to the Blueprint. It reinforces how the Blueprint helps “connect the dots” about risk and danger by documenting and sharing information in new ways. The interagency training emphasizes each agency’s role in processing domestic violence cases under the Blueprint and what changes in current practice mean. An interagency training might include case scenarios and applications of the risk questions to help differentiate the type, scope, and context of domestic violence cases.

The Blueprint launch and the interagency training can held as separate events or they can be readily combined as parts of a single event. The approach will reflect local needs and conditions. For example:

- **Community A:** Holds a two-hour “Blueprint Breakfast” public launch event with a primary audience of agency administrators, community-based advocates, and other community organizations. The Blueprint coordinator and members of the implementation team then hold a series of two-hour, drop-in interagency “Blueprint briefing” sessions held at the police department and at the courthouse that practitioners are required to attend.
- **Community B:** Combines the launch and interagency training into a one-day event with a primary audience of community-based advocates and agency supervisors. The training includes presentations by each agency that summarize the Blueprint changes and a case study exercise.
- **Community C:** Schedules events over a three-day period, using a “Blueprint road show” to deliver the interagency training. A team comprised of the Blueprint coordinator, advocate, and agency liaison travels to each agency and meets with supervisors and invited practitioners in a one-hour meeting. The team presents a copy of the Blueprint collective policy, reviews highlights of agency-specific changes, and answers questions. The third day concludes with a brief public launch presentation.

Use this checklist to develop a local plan that details the scope, activities, timeline, and people involved.

For examples of Blueprint launch and interagency training events, go to the Blueprint for Safety at [http://www.praxisinternational.org/bp\\_home.aspx](http://www.praxisinternational.org/bp_home.aspx).

For a launch or interagency training slide presentation template see Appendix 25 in the adaptation guide.

- Determine scope and audience
  - Public launch
  - Interagency implementation training
  - Combined events
- Select date(s)
- Secure the involvement of key participants and any related approvals
  - Blueprint champions
  - Agency heads
  - Community-based advocacy organizations
  - Funders
- Recruit and prepare presenters and/or trainers
- Develop the messages to convey:
  - Why the Blueprint for Safety?
  - What problems did our community want to address?
  - What do we hope will change? What has changed?
- Generate interest and enthusiasm
  - Save-the-date
  - Engage Blueprint partners and champions
  - Utilize social media
- Locate and reserve the facility
- Develop event content and materials, such as:
  - Agendas
  - Blueprint brochure
  - Pocket cards or other handouts
  - Agency policy highlights
  - Slide presentations
- Design and implement a media strategy

*This project is supported by Grant No. 2010-TA-AX-K008 awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions and recommendations expressed in this document are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Justice.*