

## NEAT Action Plan

Now that you've completed the NEAT, take time to review the scores and support ratings listed on the NEAT scorecard. The scorecard will help identify nutrition environmental changes you may want to make in your community. Consider all questions and areas on the scorecard. Do not look at any item as being too difficult to address.

### STEP 1: List, Rank & Prioritize Recommended Actions

1. Discuss the scores from the scorecard in small groups or with your entire committee and identify those areas that need improvement or could be enhanced in the community. List those in the Recommended Actions column and indicate the associated NEAT area from the list provided. For example, your committee might identify improving grocery store offerings or working with the schools to make changes in the school environment.
2. Rank each recommended action you list on cost, time, support, and importance. Use the three-point scale in the chart below to help you identify barriers and prioritize the actions you listed.
  - **Cost:** How expensive would it be to plan and implement the action?
  - **Time:** How much time would it take to plan and implement the action?
  - **Support:** How much support exists to plan and implement the action? How enthusiastic would the community be about implementing this action?
  - **Importance:** How important is it to implement the action? What impact would it have on the community?

When you enter the information online and click the save button, the online software will calculate the total points. The lowest possible total points for an action is **4**—which indicates it is very costly, will take a long time, has little support to implement, and is low in importance. The highest possible points for an action is **12**—indicating it is low in cost, quick to complete, has lots of support, and is very important.

3. Prioritize your recommended actions as either low or high priority. High priority actions are those that you plan to work on first. *High priority actions might be areas of great need or where even a small improvement means a big impact.* Recommended actions that are high priority will move to the Actions to be implemented list each time you save when you use the online form.

#### NOTE:

- If you make a mistake or reconsider, you can delete an action on the online Action Plan at any time before marking it as complete. Just check the delete action check box and click the Save Button and the action will be deleted. If it is a High Priority action that has been moved to the Actions to be Implemented section, it will also be deleted from that section.
- You can change the priority of an action at any time prior to marking it as complete. Changing an action from High Priority to Low will result in its being deleted from the Actions to Be Implemented list the next time you save on the online Action Plan. Changing from Low to High will result in its being moved to the Actions To Be Implemented list next time you save on the online Action Plan.

### STEP 1: List, Rank & Prioritize Recommended Actions

Delete Action?	Recommended Actions	Relevant NEAT Indicator (Select One)		Cost	Time	Support	Importance	Total Points (for each action)	Priority
				1=High 2=Moderate 3=Low	1=Long 2=Moderate 3=Brief	1=Low 2=Moderate 3=High	1=Low 2=Moderate 3=High		
<input type="checkbox"/>		<input type="radio"/> Restaurants <input type="radio"/> Grocery Stores <input type="radio"/> Convenience Stores <input type="radio"/> Fruit/Veg Sources <input type="radio"/> Community Programs	<input type="radio"/> Local Media <input type="radio"/> Medical Practices <input type="radio"/> Worksite <input type="radio"/> Schools <input type="radio"/> Other	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1		<input type="radio"/> High <input type="radio"/> Low
<input type="checkbox"/>		<input type="radio"/> Restaurants <input type="radio"/> Grocery Stores <input type="radio"/> Convenience Stores <input type="radio"/> Fruit/Veg Sources <input type="radio"/> Community Programs	<input type="radio"/> Local Media <input type="radio"/> Medical Practices <input type="radio"/> Worksite <input type="radio"/> Schools <input type="radio"/> Other	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1		<input type="radio"/> High <input type="radio"/> Low
<input type="checkbox"/>		<input type="radio"/> Restaurants <input type="radio"/> Grocery Stores <input type="radio"/> Convenience Stores <input type="radio"/> Fruit/Veg Sources <input type="radio"/> Community Programs	<input type="radio"/> Local Media <input type="radio"/> Medical Practices <input type="radio"/> Worksite <input type="radio"/> Schools <input type="radio"/> Other	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	<input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1		<input type="radio"/> High <input type="radio"/> Low

Click Here to Save Your Rankings & Priorities



## **Review Completed Actions List**

List your completed actions here. When using the online Action Plan, completed actions will be automatically moved to the Completed Actions list after you enter the completion date and save. The online Action Plan also allows you to sort the Completed Actions list by any of the required fields.