

**STEP 1:** Go to [BRIC Project Management Hub](#) and Select your State. You will be prompted to log in to your smartsheet account if you have not already.



#### BRIC Team Contacts



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#### State Participants

##### Instructions

Please select your state below to complete your Action Plan and submit your Quarterly Progress Reports.

ALASKA

ARKANSAS

COLORADO

CONNECTICUT

HAWAII



**STEP 2:** From your State page, click on each of the six grey icons to open and complete a form for the different sections of the State Action Plan. You do not have to complete all forms in one sitting.



ALASKA



[General Dashboard](#)

## Action Plan & Quarterly Progress Report Submission

### INSTRUCTIONS:

Submit your Action Plan by selecting the appropriate icon below. To review or submit updates to your action plan select the link under 'Review & Updates'. Select the link under 'Quarterly Progress Report' to submit your Quarterly Progress reports when appropriate.

#### SECTION 1: OVERARCHING STRATEGIES



##### Review & Updates

[AK - Section 1: Overarching Strategies \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 1: Overarching Strategies \(Quarterly\)](#)

#### SECTION 2: SOCIAL CONNECTEDNESS #3



##### Review & Updates

[AK - Section 2: Social Connectedness #3 \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 2: Social Connectedness #3 \(Quarterly\)](#)

#### RESOURCES

[BRIC STATE Action Planning Template](#)

#### SECTION 2: NUTRITION SECURITY #1



##### Review & Updates

[AK - Section 2: Nutrition Security #1 \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 2: Nutrition Security #1 \(Quarterly\)](#)

#### SECTION 3: ADDITIONAL INFORMATION



##### Review & Updates

[AK - Section 3: Additional Information](#)

#### SECTION 2: PHYSICAL ACTIVITY ACCESS #2



##### Review & Updates

[AK - Section 2: Physical Activity Access #2 \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 2: Physical Activity Access #2 \(Quarterly\)](#)

#### SECTION 4: COMMUNITY INFORMATION



##### Review & Updates

[AK - Section 4: Community Information \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 4: Community Information \(Quarterly\)](#)

**SAMPLE FORM:** You can copy and paste language from your State Action Plan Word doc into the forms. Additional Action Steps and associated fields will pop up as you fill in the Additional Comments field. As the completed form is submitted, responses will be saved and accessible by you and the NACDD BRIC team.

**First & Last Name**

**State Representing \***

**Action Step (1.1)**

**Responsible Party (1.1)**

**Expected Output (1.1)**

**Additional Comments (1.1) \***

Input N/A if you have no additional comments.

☐ Send me a copy of my responses

Submit



**STEP 3 (Only as needed):** You may click on the Review & Updates button for a given section to add to your submitted plan if needed. This will open into a spreadsheet view with your action steps and additional data showing in columns across the first row. If you do make changes or additions, please click the Save button to ensure changes are not lost.



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## Action Plan & Quarterly Progress Report Submission

### INSTRUCTIONS:

Submit your Action Plan by selecting the appropriate icon below. To review or submit updates to your action plan select the link under 'Review & Updates'. Select the link under 'Quarterly Progress Report' to submit your Quarterly Progress reports when appropriate.

#### SECTION 1: OVERARCHING STRATEGIES



##### Review & Updates

[AK - Section 1: Overarching Strategies \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 1: Overarching Strategies \(Quarterly\)](#)

#### SECTION 2: NUTRITION SECURITY #1



##### Review & Updates

[AK - Section 2: Nutrition Security #1 \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 2: Nutrition Security #1 \(Quarterly\)](#)

#### SECTION 2: PHYSICAL ACTIVITY ACCESS #2



##### Review & Updates

[AK - Section 2: Physical Activity Access #2 \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 2: Physical Activity Access #2 \(Quarterly\)](#)

| File ☆ AK - Section 1: OS (Updates)                                |  |  |                   |                         |                        |                           |                         |
|--|--|--|-------------------|-------------------------|------------------------|---------------------------|-------------------------|
| Grid View    1 Sheet  39 Columns  1 Filter  Group  Summarize  Sort |  |  |                   |                         |                        |                           |                         |
|  |  |  | Action Step (1.1) | Responsible Party (1.1) | Expected Output (1.1)  | Additional Comments (1.1) | Responsible Party (1.2) |
| 1  |  |  | Conduct assessmer | State BRIC Lead         | 1 partnership assessme | Partners were statewide   | [Text added here]       |
| 2  |  |  |                   |                         |                        |                           |                         |
| 3  |  |  |                   |                         |                        |                           |                         |
| 4  |  |  |                   |                         |                        |                           |                         |
| 5  |  |  |                   |                         |                        |                           |                         |

**STEP 4:** You will click into the Quarterly Progress Report button for a given section to add your progress report information. This will open into a spreadsheet view with your submitted action steps and additional data in the columns across the first row. You'll need to tab across to complete the color-coded Actual Output and Progress columns for a given quarter. As you make additions, please click the Save button to ensure changes are not lost.



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## Action Plan & Quarterly Progress Report Submission

### INSTRUCTIONS:

Submit your Action Plan by selecting the appropriate icon below. To review or submit updates to your action plan select the link under "Review & Updates". Select the link under "Quarterly Progress Report" to submit your Quarterly Progress reports when appropriate.

#### SECTION 1: OVERARCHING STRATEGIES



##### Review & Updates

[AK - Section 1: Overarching Strategies \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 1: Overarching Strategies \(Quarterly\)](#)

#### SECTION 2: NUTRITION SECURITY #1



##### Review & Updates

[AK - Section 2: Nutrition Security #1 \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 2: Nutrition Security #1 \(Quarterly\)](#)

#### SECTION 2: PHYSICAL ACTIVITY ACCESS #2



##### Review & Updates

[AK - Section 2: Physical Activity Access #2 \(Updates\)](#)

##### Quarterly Progress Report

[AK - Section 2: Physical Activity Access #2 \(Quarterly\)](#)

| File         |  |  |  |  | ☆ AK - Section 1: OS (Quarterly) Template                                 |                          |                     |                     |
|--------------|--|--|--|--|---|--------------------------|---------------------|---------------------|
| <div> </div> |  |  |  |  | <div> Grid View  1 Sheet 89 Columns 2 Filters Group Summarize Sort </div> |                          |                     |                     |
|              |  |  |  |  | Action Step (1.1)   | Q1 - Actual Output (1.1) | Q1 - Progress (1.1) | Q2 - Progress (1.1) |
| 1            |  |  |  |  | Conduct assessment of existing state partners related to he               | [Text added here]        |                     |                     |
| 2            |  |  |  |  |   |                          |                     |                     |