

## PROPOSAL FOR CHANGE - HOW TO

Thank you for contacting the Greater Upper Valley Integrated Services Team (GUVIST). We look forward to reviewing your Proposal for Change, and discussing with you how we provide the best technical assistance for your service delivery integration idea.

The attached Proposal form is intended to help you articulate a problem and need(s) in your community that you feel *service delivery integration* would impact, and to hold your ideas on how to address it. You do not need to have specific solutions already figured out. That is what our technical assistance can help you with.

Your answers do not need to be lengthy or include great detail - they can be as short as 2-3 sentences. However, the questions do lend themselves to narrative answers, so feel free to give examples. This form should not take more than an hour to complete. Plain language is best, but if needed, define any industry terms, jargon or acronyms. Assume the reader of this proposal works outside of your sector and you want to describe the problem as clearly as possible.

Users have found this form is best completed with a small but diverse group. Soliciting multiple opinions from varying levels of involvement in service delivery (i.e. direct service, leadership, management) leads to a better understanding of the landscape, need and potential barriers. It is ok not to have everyone at the table in this first step. The next step in forming a network will be identifying other key players.

We hope you feel free to think outside of the box, be creative and innovative. There will be no change without disrupting the status quo.

Please don't hesitate to reach out with any questions.  
Proposals should be submitted to:  
**GUVISTCatalyst@gmail.com**

PROPOSAL FOR CHANGE - FORM

Define the Population

Choose GUVIST Service Sector(s) or Service Recipient(s) impacted:

- ☐Communications/Transportation
- ☐Public Health
- ☐State Agency
- ☐Schools
- ☐Alcohol and Drug Use
- ☐Mental Health
- ☐Disability Rights
- ☐Community Health Center
- ☐Senior Services
- ☐Municipalities/Local Leadership
- ☐Early Childhood
- ☐Housing
- ☐Food Security
- ☐Other

Catchment Area:

The Problem and Opportunity

How would you describe the current state of service delivery?

What quantitative or qualitative data tells us there is a problem?

Why has the current system not solved this problem?

Who are you already working with on this issue? Are they aware of the proposal?

How do you currently work together (i.e. administratively, financially, staffing, communication)?

Who else should be included?

Do you know of any organizations who are not open to change?

Integration Plan

What is a radical change to the system that would meet the need?

Describe a service delivery experience as you would like to see it happen.  
What would integration look like for the system and for a community member?

How have you engaged those with lived experience and how do you plan to?

Organizations  
Committed to  
Change

Organization

Organization

Organization

Name, Title

Name, Title

Name, Title