

Implementation and Accountability



A plan works best when communities put it into action, track progress, and keep improving.

Municipal leaders need to identify the supports needed to carry out the plan, monitor progress, keep partners informed and accountable, and update the plan over time. This helps ensure the work stays practical, effective, and responsive to the community's needs.



Key Questions and Helpful Tips

What funding, staffing, and policy supports are needed?

- Identify funding sources such as municipal budgets, opioid settlement funds, grants, and partner support.
- Assign staff time, leadership responsibility, and clear roles for implementation.
- Review policies, protocols, and purchasing or contracting needs that support the work.



How will progress be measured and reviewed?

- Choose a small set of practical measures, such as naloxone access, referrals completed, outreach reach, or training completed.
- Set a routine for reviewing progress, such as monthly or quarterly check-ins.
- Use data to identify what is working and where adjustments are needed.



How will partners share information and stay accountable?

- Identify who shares updates, how often, and with whom.
- Use shared agendas, action logs, and follow-up steps to keep work moving.
- Create clear expectations so municipal departments and community partners know their responsibilities.



How will the plan be updated over time?

- Review lessons learned from implementation, community feedback, and changing local conditions.
- Update the plan after major findings, overdose spikes, or annual review periods.
- Keep the plan flexible so priorities and actions can improve over time.



Evidence of Success

These examples show what strong implementation and accountability look like in practice:

Funding and staffing identified

Resources and roles are clearly assigned.

Measures selected

The team is tracking a few clear indicators.

Review schedule in place

Progress is reviewed on a regular timeline.

Shared accountability process

Partners report on commitments and next steps.

Plan updated and improved

Information from practice is used to strengthen the response.