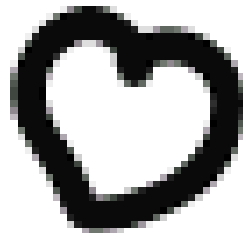


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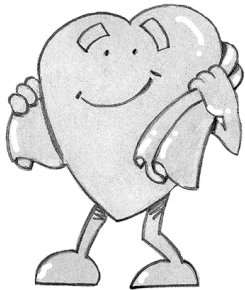
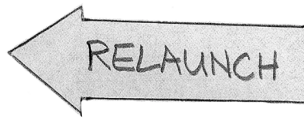
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***RELAUNCH***



# Relaunch

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In this final step, the planning committee and others involved in the delivery of the *FOOD STEPS* program reviews the experiences and evidence of the past year. This review is necessary to determine how to improve program promotion, implementation and delivery for the next year.

## Plan for next year

In this step, the planning committee:

- Reviews the program delivery with all staff/volunteers and community partners.
- Reviews log-book comments on problems with program promotion, delivery, clients' requests for information and evaluation (if any) as well as, solutions proposed or implemented to resolve problems that arose during the implementation of the program.
- Reviews the analysis of the evaluation data, if any.

After reviewing the past year's achievements with the program, the planning committee should decide if they will relaunch the program in the same venue or whether they will expand the delivery of the program to cover the community, worksites, and the health sector (e.g. physicians and Registered Dietitians). The committee will then determine if any changes are required to recruitment, promotional materials and methods, program materials and evaluation methods and will establish a new launch date. The action steps to deliver the program: *Get Ready, Get Set, Go, Finish, and Relaunch* are then repeated.

## Summary

We hope that we have provided you with the information you need to deliver the *FOOD STEPS* program through multiple partners and in multiple settings in your community. Be sure to share your experiences with the Provincial Coordinator of the *FOOD STEPS* program and with other service providers of the program. Only by sharing your experiences can we improve the delivery of the program. The next section of this Guide outlines the experiences of the Pilot sites who tested the *FOOD STEPS* program. delivery of the program. The next section of this Guide outlines the experiences of the Pilot sites who tested the *FOOD STEPS* program.

# Relaunch

## Step 6: Deliver Program

Action Checklist	Responsibility	Date Done
<input type="checkbox"/> Reconvene planning committee.	_____	_____
<input type="checkbox"/> Evaluate results of evaluation data.	_____	_____
<input type="checkbox"/> Determine changes to program promotion.	_____	_____
<input type="checkbox"/> Determine changes to program materis. .	_____	_____
<input type="checkbox"/> Review log book documenting program delivery over the year.	_____	_____
<input type="checkbox"/> Determine changes to program delivery.	_____	_____
<input type="checkbox"/> Determine if evaluation will be done and how and if it was done in the previous year, if any changes are required to methodology or if the focus of the evaluation will change.	_____	_____
<input type="checkbox"/> Share information with all partners.	_____	_____
<input type="checkbox"/> Set new launch date.	_____	_____