# Initiative Inventory
## Understanding the Implementation Landscape

## Introduction

The Initiative Inventory can be used to guide an organization's review of current initiatives to produce a clear picture of existing initiatives, mandates, and resource commitments. Information and data collected can be used by the organization to explore the fit of additional initiatives with current work, guide decision making to make room for new work, and assist with alignment of efforts.

## Getting Started

1) The Initiative Inventory should be completed and reviewed by an interdisciplinary team that includes leaders, practitioners, community members, and potential service beneficiaries. This group should be familiar with the organization's priorities and work.

2) The following questions can be used to guide the team completing the inventory:

   - What initiatives is your organization currently funding?
   - What unfunded initiatives is your organization current pursuing?

3) For each initiative listed, consider the following questions:

   - Who is providing leadership for the initiative? Is there a team supporting the initiative? If so, who are the members?
   - What outcomes are expected once the initiative is implemented? What change is expected to occur as a result of the initiative?
   - Who is the initiative meant to help (i.e. target population)?
   - Is there a requirement to implement this initiative or report its impact/use? If yes, identify the entity (e.g. state, federal, or other) requiring the initiative.
   - What fiscal resources are needed to implement the initiative? What is the total budgeted amount for this work?
   - What human resources are needed to support the initiative's implementation (e.g. # of FTEs, training needs, technology supports required)?
   - How well aligned is the initiative with your organization's mission, vision, and strategic plan?
   - What impact has the initiative had on its intended outcomes?

# Initiative Inventory
## Understanding the Implementation Landscape

**NIRN**
NATIONAL IMPLEMENTATION
RESEARCH NETWORK

**Team Members:** _____     **Date:** _____

| Name of Initiative | Leadership of Initiative (Team and/or Coordinator Name(s) and Department) | Expected Outcome | Target population | Start and End Date | Financial Commitment and Source of Funding (federal, state, grant, or other) | Relation to Organization Priorities & Strategic Plan | Evidence of Outcomes  What has happened thus far? |
|---|---|---|---|---|---|---|---|
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |