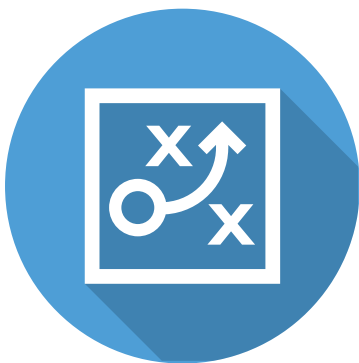


OUTLINE OF KEY STEPS IN THE JUSTICE FOR ALL APPROACH AND PLANNING PROCESS

The JFA approach and planning process can be broken down into four phases, which are designed to accomplish many important long-term gains for the civil justice system:

- Develop sustainable leadership and long-term access to justice capacity;
- Help leaders and decision makers identify service gaps and prioritize activities;
- Establish a systematic approach to measure, manage, and align key components that, taken together, form the justice ecosystem;
- Expand and diversify the coalition of community partners working to improve justice; and
- Create a permanent and sustainable framework for advancing justice.

The following offers an overview of the four phases that make up the Justice for All (JFA) work.



Project and Long-Term Sustainability Planning

1. Review the materials and assemble leadership and planning teams.
2. Identify the consultant and/or project manager.
3. Familiarize yourself with the inventory components and collection strategies.
4. Meet with the planning and leadership teams to define the project plan, discuss the application of the component structure in the jurisdiction, and begin testing the data collection tools for the inventory.
5. Commit to establishing guiding principles and prioritizing communications, evaluation and sustainability.



Inventory

1. Informed by feedback from your project and leadership teams, develop an inventory assessment strategy that seems feasible for your jurisdiction.
2. Prepare for and convene diverse stakeholder meetings.
3. With feedback from the stakeholder meetings, decide how you will proceed with the inventory, distributing data collection tools, and conducting further focus groups and surveys (as appropriate).



Analysis

1. Compile inventory responses and analyze the results to identify broad gaps in service.
2. Explore more nuanced gap analyses; for instance, analyze needs by case type, region and demographics.
3. Develop initial prioritization of principles and factors, including the identification of a handful of potential implementation options.



Memorializing the Strategic Plan

1. Convene another stakeholder meeting to share preliminary gap analysis results and solicit input on case-type realities, prioritization factors, overarching JFA principles for the community and implementation project ideas.
2. Draft the Strategic Action Plan (SAP) and set timelines for JFA implementation efforts.
3. Establish permanent JFA Sustainability Team and staff to oversee implementation pilots and ongoing JFA work.
4. Conduct evaluation as to whether the outcomes of initial implementation pilots were successful and identify a timetable for completing the next inventory.