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| Policy Adoption/Change Plan  *A* ***Policy Adoption/Change Plan*** *guides the community/school’s efforts for the adoption of a new policy or adoption of a change to an existing policy.* |
| 1. **Describe how the policy will address the problem.**   [SAPP Recommendation #3a: A description of how the proposed policy will address the problem and the factors that contribute to it.] |
| Click here to enter text. |
| 1. **Identify the target audience(s).**   [SAPP Recommendation #3b: The target audience(s)/key stakeholders influential in and/or responsible for adopting the policy and potential enforcement.] |
| Click here to enter text. |
| 1. **Identify strategies for educating key stakeholders about the proposed policy.**   [SAPP Recommendation #3c: Strategies for educating key stakeholders about the proposed policy solution (including resources required, persons responsible and timelines).] |
| Click here to enter text. |

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| Policy Implementation/Enforcement Plan  *A* ***Policy Implementation/Enforcement Plan*** *guides the community/school’s efforts for the enforcement of a new or existing policy.* |
| 1. **Describe strategies for securing support for enforcement.**   [SAPP Recommendation #4a: Strategies to secure the support of the individuals/agencies responsible for leading enforcement efforts.] |
| Click here to enter text. |
| 1. **Describe strategies for securing support of adjudicators.**   [SAPP Recommendation #4b: Strategies to secure the support of adjudicators/prosecutors.] |
| Click here to enter text. |
| 1. **Identify and describe the process to be used to ensure enforcement efforts are targeted.**   [SAPP Recommendation #4c: Development of a process to ensure enforcement efforts are targeted to locations and time of day/year based on data.] |
| Click here to enter text. |
| 1. **Describe/include the agreement to share data.**   [SAPP Recommendation #4d: Development of a subcontract that indicates enforcement agencies have agreed to supply enforcement data with the coalition/provider.] |
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| 1. **Describe the sanctions that will be applied for violations.**   [SAPP Recommendation #4e: Identification of clear sanctions and strategies to ensure sanctions are routinely administered.] |
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| 1. **Identify strategies and processes for notifying the target audience of the policy.**   [SAPP Recommendation #4f: Strategies for notifying the target audience (i.e. community, liquor license holders, etc.) at least once per year that enforcement efforts will be conducted, and the consequences of being out of compliance] |
| Click here to enter text. |
| 1. **Identify strategies for notifying the school community about enforcement results.**   [SAPP Recommendation #4g: Strategies to notify the community about the enforcement results – at least once per fiscal year.] |
| Click here to enter text. |