

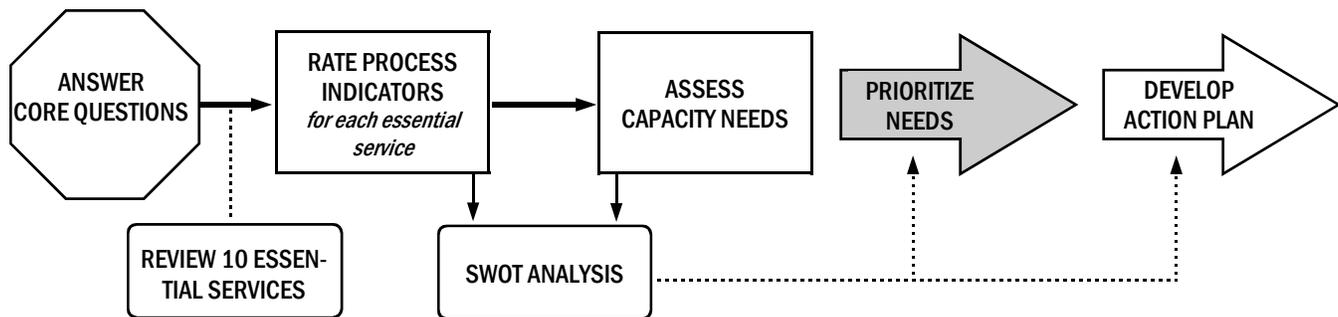
Prioritizing Needs

CAST-5 Second Edition

A collaborative project of the Association of Maternal and Child Health Programs and the Johns Hopkins Women's and Children's Health Policy Center

Capacity Assessment for State Title V (CAST-5) is a set of assessment and planning tools for state Title V Maternal and Child Health Services Block Grant programs interested in examining their organizational capacity to carry out key MCH program functions. For more information on CAST-5, visit www.amchp.org/cast5.

The CAST-5 Process



This portion of CAST-5 results in a set of priority Capacity Needs that form the basis for an action plan.

Instructions

The intent of this step is to identify from the list of Capacity Needs marked “need” a set of priority areas to address in the near term. This sample prioritization worksheet illustrates just one method for prioritizing; any process that is comfortable for the group can be used instead. Alternative processes for prioritizing are described in the *CAST-5 Facilitators Guide*, available on the CAST-5 web site.

Regardless of the process you use for prioritizing, as a first step review the answers to the Core Questions and the summary SWOT Analysis, highlighting salient and cross-cutting themes.

It may be helpful to establish criteria for prioritizing. The criteria used in this sample worksheet are:

Importance: What are the consequences of *not* addressing this need? How much would building this capacity or taking this step contribute to reaching the Title V and/or MCH population and programmatic goals?

Cost: How much will it cost to build this capacity? Will the use of funds for addressing this need negatively impact other resources or programs?

Time: How much staff time will be used to take this step or build this capacity? How long will it take to accomplish?

Commitment: How much staff buy in is there for taking this step or building this capacity? Is program leadership on board?

Feasibility: Given the state context (e.g., reorganization, funding cuts, hiring freezes, political will...), how realistic is it to focus on this capacity need?

