

The Stages and Steps of Comprehensive Cancer Control (CCC) Planning

Stage and Step of Planning	Building Block Activities
Stage I – Lay the Groundwork for Planning	
<i>Step 1</i> – Develop capacity of the coordinating agency to conduct planning.	Assess infrastructure needs and capacity (<i>Enhance Infrastructure</i> [EI]). Gain buy-in from leadership of coordinating agency (EI). Identify/hire dedicated coordinator/staff (EI). Create core planning team (EI). Assess current level of support (<i>Mobilize Support</i> [MS]). Secure funds and in-kind resources for planning (MS). Build linkages to registry and other data agencies and sources (<i>Utilize Data and Research</i> [DR]).
<i>Step 2</i> – Initiate comprehensive cancer control planning process.	Involve cancer-related coordinating agency staff (EI). Develop work plan to guide the planning process (EI). Identify available data/research (DR). Coordinate and monitor the comprehensive cancer control planning process (EI).
<i>Step 3</i> – Build the partnership.	Identify, contact, and invite potential partners (<i>Build Partnerships</i> [BP]). Assess partner interest and capacity (BP). Prepare for first partnership meeting (BP). Build support among the public and private sectors (MS). Publicize efforts of the partnership (MS). Agree on goals, vision, and decision-making process with partners (BP). Establish partnership leadership (BP). Create work groups (BP). Assess partner satisfaction (BP). Develop ways for new members to join and nonmembers to provide input (BP).
<i>Step 4</i> – Develop and carry out an evaluation approach.	Identify funding and personnel resources for evaluation (<i>Conduct Evaluation</i> [CE]). Define planning evaluation questions (CE). Document the planning process (CE).
Stage II – Develop the CCC Plan Components	
<i>Step 1</i> – Determine goals and objectives.	Organize partnership around areas of interest (<i>Assess and Address Cancer Burden</i> [AA]). Review data and research findings as the basis for plan objectives and strategies (DR). Assess data gaps (DR). Identify emerging challenges, solutions, and outcomes of the planning process (CE). Determine critical areas of cancer burden and high-risk populations (AA). Assess gaps in strategies already in place (AA).
<i>Step 2</i> – Prioritize objectives and create strategies to meet them.	Collect needed data if feasible and/or incorporate these activities into the Plan (DR). Provide TA/training on evaluation to partners (CE). Create measurable goals and objectives for Plan (AA). Identify or collect baseline data against which to measure outcomes (DR). Identify possible intervention strategies (AA). Prioritize goals, objectives, and strategies (AA).
<i>Step 3</i> – Ensure that strategies are feasible.	Develop approaches for funding plan strategies (MS). Reassess partnership representation and coverage for plan implementation (MS). Create an evaluation plan for implementation (CE). Identify implementing organization for Plan strategies (AA).
Stage III – Complete the CCC Plan	
<i>Step 1</i> – Write the Plan.	
<i>Step 2</i> – Review the Plan.	
<i>Step 3</i> – Produce and disseminate the Plan.	