OneImpact Action Plan Template

The purpose of the OneImpact Action Plan informed by and adapted from the *Handbook for the Use of Digital Technologies to support Tuberculosis Medication Adherence[1]*, is to support OneImpact decisions makers and implementers to reach agreement on project aims. It is a narrative report, informed by the EXCEL NEEDS AND FEASIBILITY ASSESSMENT WORKSHEET and LEGAL LANDSCAPE ASSESSMENT. The OneImpact Action Plan should include the following elements:

1) **System Description**
   a. Describe OneImpact CLM objectives in full. It should include goals, objectives, and scope of OneImpact.

2) **Target Population**
   a. Describe the key populations and why they will be targeted by OneImpact CLM.

3) **Concept Note**
   a. Describe the main challenges in the TB response from the perspective of people affected by TB to be addressed.
   b. Describe and highlight how they (TB challenges) differ (if at all) from the OneImpact prototype.
   c. Present the main justifications for OneImpact.
   d. Describe how OneImpact will interact with or complement other technologies that support the TB response.

4) **Legal Landscape Assessment**
   a. Describe how OneImpact is compliant with all the relevant laws, policies and regulations implicated by OneImpact CLM.
   b. Describe how the relevant government authorities, including data protection authorities with jurisdiction over the project are engaged to seek their guidance in understanding and complying with applicable law and regulations.
   c. Describe privacy policy modifications to reflect the changes in the app, in particular, all new types of user data to be collected in the registration form.
   d. Outline the nature of the data, whether it is personally identifiable information (PII) or other sensitive information pertaining to a user's health, associations, or other sensitive aspects of their identity. If so, OneImpact Implementers should weigh concerns about privacy and confidentiality and stigma and discrimination against the value in collecting such information.

5) **Technical Documentation**
   a. Describe the features of OneImpact, outlining what adaptations from the original prototype are required (if at all). This is important to develop if locally built software is commissioned and to identify technical assistance needs.
   b. Provide an explanation on how OneImpact fits within the existing digital ecosystem.
   c. Describe OneImpact requirements (devices, software, connectivity, etc) and identify gaps and technical assistance requirements. Can this technical assistance be procured locally? If so, this should be explored. If not, is international technical assistance required. See STP / Dure Technology TA models for information.

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[1]https://apps.who.int/iris/bitstream/handle/10665/259832/9789241513456-eng.pdf;jsessionid=FDE78E3BCCE02E7CD34A65A4CD63CC04?sequence=1 .

6) **Roles and Responsibilities**
   a. Identify all stakeholders participating in OneImpact CLM and at the different phases (feasibility and needs assessment, adaptation, solution development and testing, training, launch, data collection, data use, monitoring and evaluation and scale-up). Oversight of the OneImpact CLM project should be done by OneGroup.

7) **Personnel**
   a. Describe all human resources needed for the OneImpact project, including long-term and temporary employees and contractors such as software developers, training facilitators, advocates, etc. Include the duration and level of engagement for personnel during the OneImpact project. Programmatic personnel such as project managers and staff should have clearly defined responsibilities such as administrative support, data entry, data management, analysis and reporting.

8) **Financial**
   a. Develop short-term and long-term plans to cover costs throughout all OneImpact implementation phases.
      i. Special consideration should be given to technology costs and data packages.
   b. When the project is funded by multiple sources, ensure that all costs are covered across the various budgets.
   c. Develop a technical assistance needs plan. Can this support be procured locally (e.g. local technology groups) or is international technical assistance required? Discussions on data storage are key to making this decision.

9) **Project Activities and Timelines**
   a. List step-by-step details of all project activities per OneImpact implementation phases, including anticipated milestones, indicators and major project deliverables and personnel involved. Attention should be given to training all system users, including technical and administrative staff, as well as health providers and people affected by TB. Scale-up phases should also be included.

10) **Outcomes**
   a. Provide a description of anticipated outcomes or results. During the initial stages of the project, indicators will largely be process-oriented, while indicators for measuring the impact of the OneImpact CLM intervention on the TB response will need to be included in long-term assessments.

11) **SWOT analysis**
   a. Include a SWOT (strengths, weaknesses, opportunities and threats) analysis for OneImpact CLM.