**Implementing the action plan/strategic plan**

The leaders of the coalition should ensure that the action plan is implemented in a timely manner by planning and assigning tasks to accomplish the action plan. Ensure that an implementation plan is developed that includes all the action steps, start and end dates and status of each task.

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| Implementation Strategies* Raising awareness of the action plan among stakeholders and coalition members during meetings and through email reminders.
* Provide required trainings to facilitate timely completion of the action plan.
* Coalition members should monitor the activities and ensure timely submission of reports.
* Track the progress of each action step against the project goals.
* Reflect on the successes and challenges of each action step and the activities.
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<https://www.hhs.gov/ash/initiatives/tobacco/tobaccostrategicplan2010.pdf>

<http://www.cdc.gov/tobacco/stateandcommunity/best_practices/pdfs/2014/comprehensive.pdf>