

Checklist.



So you want to establish a Local Drug Action Team in your community?

Use this handy checklist to guide you every step of the way, from pulling together your partners and a strong application right through to developing your Community Action Plan and evaluating your success.

Here's what you can expect.

JANUARY: Get ready

- Visit community.adf.org.au/ldat-contact to get started. You can put in your contact details and an ADF staff member will be in touch to discuss the process.
- Check in with your network of partners to discuss working together.
- Start thinking about your local issues and what activities you will deliver that will make a difference to alcohol and drug use in your community.

FEBRUARY - MARCH: Submit an application

- Submit an on-line application form that tells us about the make-up of your local team, the issues you will tackle and what you think will be the most effective approach.

APRIL: Find out the outcome

- Find out if your application was successful.
- If successful - sign the contract and receive start up funding.

APRIL TO AUGUST: Develop a CAP

- Work with your partners and engage with your local community to develop a Community Action Plan (CAP).
- Submit CAP to the ADF for review.

AUGUST TO SEPTEMBER: Get approval

- Find out if your CAP is approved.
- If approved - sign the contract and receive further funding to support CAP delivery and evaluation.

OCTOBER onwards* implement and evaluate

- Deliver your CAP.
- Track activities and collect measures throughout.
- Complete a final report and use learnings to continue to make a difference in your community.

*This step can take up to 12 months depending on outlined activities.

Want to know more?

Check out the latest [LDAT Highlights Report](#) for examples of the breadth of work being undertaken recently by Local Drug Action Teams across Australia.

You'll find plenty of inspiring examples of the type of activities you could consider implementing.

The Highlights Report and other useful information is available at community.adf.org.au