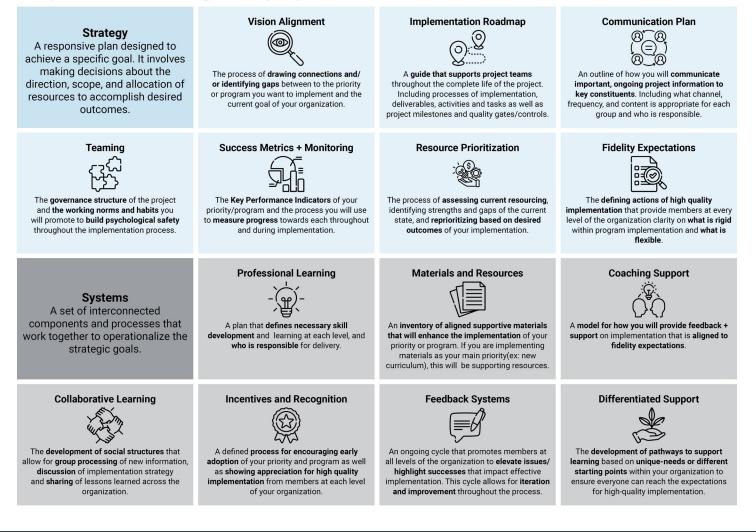# Art of Implementing Well Framework

The Art of Implementing Well is meant to act as a guide to **ensure thoughtful implementation of a program or initiative at scale**. The components are based on research as well as our experience supporting more than 400 implementations, including many large-scale complex ones. If you are starting from the beginning with implementation you should start with **creating an intentional strategy that will drive the creation of aligned systems**. If you find yourself mid-implementation you might use this as **a guide to identify the strengths and gaps** in your current approach.

Components that Drive High Quality Implementation:

Strategy
A responsive plan designed to achieve a specific goal. It involves making decisions about the direction, scope, and allocation of resources to accomplish desired outcomes.

Vision Alignment

The process of **drawing connections and/or identifying gaps** between to the priority or program you want to implement and the current goal of your organization.

Implementation Roadmap

A **guide that supports project teams** throughout the complete life of the project. Including processes of implementation, deliverables, activities and tasks as well as project milestones and quality gates/controls.

Communication Plan

An outline of how you will **communicate important, ongoing project information to key constituents**. Including what channel, frequency, and content is appropriate for each group and who is responsible.

Teaming

The **governance structure** of the project and **the working norms and habits** you will promote to **build psychological safety** throughout the implementation process.

Success Metrics + Monitoring

The **Key Performance Indicators** of your priority/program and the process you will use to **measure progress** towards each throughout and during implementation.

Resource Prioritization

The process of **assessing current resourcing**, identifying strengths and gaps of the current state, and **reprioritizing based on desired outcomes** of your implementation.

Fidelity Expectations

The **defining actions of high quality implementation** that provide members at every level of the organization clarity on **what is rigid** within program implementation and **what is flexible**.

Systems
A set of interconnected components and processes that work together to operationalize the strategic goals.

Professional Learning

A plan that **defines necessary skill development** and learning at each level, and **who is responsible** for delivery.

Materials and Resources

An **inventory of aligned supportive materials that will enhance the implementation** of your priority or program. If you are implementing materials as your main priority(ex: new curriculum), this will be supporting resources.

Coaching Support

A **model for how you will provide feedback + support** on implementation that is **aligned to fidelity expectations**.

Collaborative Learning

The **development of social structures** that allow for **group processing** of new information, **discussion** of implementation strategy and **sharing** of lessons learned across the organization.

Incentives and Recognition

A defined **process for encouraging early adoption** of your priority and program as well as **showing appreciation for high quality implementation** from members at each level of your organization.

Feedback Systems

An ongoing cycle that promotes members at all levels of the organization to **elevate issues/highlight successes** that impact effective implementation. This cycle allows for **iteration and improvement** throughout the process.

Differentiated Support

The **development of pathways to support learning** based on **unique-needs or different starting points** within your organization to ensure everyone can reach the expectations for high-quality implementation.

Questions to Consider When Planning for Implementation

Strategy
A responsive plan designed to achieve a specific goal. It involves making decisions about the direction, scope, and allocation of resources to accomplish desired outcomes.

Vision Alignment
How does the priority align to and/or enhance your vision?

How will you support your community in drawing these connections?

Implementation Roadmap
What variables will you use to prioritize implementation across your organization?

How will you account for different mindsets of individuals in your organization in your planning?

Communication Plan
How will you engage your constituents around the decision to adopt this new priority?

How will you continue to update your communities on implementation progress and changes?

Teaming
How will you determine your governance structure for implementation?

How will you ensure that diverse perspectives are included in the implementation process?

Success Metrics + Monitoring
What monitoring and reporting structures are you using to track progress towards your goals?

How will you create systems that are able to change and respond to incoming data?

Resource Prioritization
How will you ensure equitable distribution of resources across your organization?

Given the addition of this new priority, what are you planning to de-prioritize in your organization?

Fidelity Expectations
How will you define where you are willing to be flexible with implementation and where you are rigid?

How will you communicate this level of autonomy and flexibility to team leaders across your organization?

Systems
A set of interconnected components and processes that work together to operationalize the strategic goals.

Professional Learning
What professional learning will the organization provide and what are your leaders responsible for providing?

How will you adjust PL plans based on data you collect throughout implementation?

Materials and Resources
What supplemental resources are you providing to support implementation?

How will you determine and communicate usage expectations?

Coaching Support
How will you train coaches to support across your organization to ensure expectations are similar regardless of site/team?

How will you gather trends from your coaches to inform systems?

Collaborative Learning
How will you capture and share lessons learned throughout phases of implementation?

How will you implement learning communities to support with implementing well?

Incentives and Recognition
How will you celebrate success at every level of your organization?

What incentives exist for your early adopters of the priority?

Feedback Systems
How and when will you collect implementation feedback from teams across your organization?

How can communities and families elevate feedback to leadership?

Differentiated Support
How will you put systems in place to address unique needs across your organization?

How will you determine criteria for differentiated support?