



CPQI Planning Activity

Continuous Program Quality Improvement (CPQI) is a detailed approach that identifies and addresses opportunities for enhancement within an organization's processes, products, or services. There are some steps to consider before implementing any framework for improvement.

Step 1: Identify an area of need. This should be based on data that is gathered from surveys, program observations, 1:1 conversations with key stakeholders like youth participants or staff, and other sources. While you may not have access to this information right now, for the purposes of this exercise, think of something you would like to see improved.

Step 2: Brainstorm solutions. Develop a potential strategy to improve the program.



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Step 3: Develop an action plan. Outline steps to implement the proposed solution and identify resources needed.

Area for Improvement	Proposed Solution	Action Steps	Required Resources



Step 4: Anticipate challenges. Identify barriers or challenges in implementation and propose solutions to overcome them.
