



## Developing Regionally Focused Activities and Resources: A Job Aid Checklist

While all TTCs should participate in cross-TTC and/or Network-wide activities, the primary role of the Regional Centers is to address the needs of their respective regions. Please consider the following items when developing activities and resources for your region. Note that all items may not apply to each activity or resource.

### Responding to Regional Needs

- This topic was identified as a need in our regional needs assessment or by a regional stakeholder group.
- This topic was requested by the SAMHSA Regional Administrator and/or one or more state authorities.
- This topic is an emerging need outside of the work plan (e.g., regional/local response to a crisis, natural disaster, tragedy).

### Tailoring to the Region

- Local or regional experts will serve as presenters, facilitators, or content developers, or will provide local or regional expertise when using a national expert.
- Local or regional case studies will be incorporated into the activity or resource.
- Local or regional individuals with lived experience will be involved in the planning, and/or implementation, and/or evaluation of the activity or resource.
- This training/resource has been updated with new data since it was last presented in our region.
- This activity/resource is in collaboration with another TTC, and we have ensured our regional needs will be distinctly addressed, including, in the case of an event/activity, opportunities for attendees to have region-specific dialogue.

### Marketing

- This activity/resource will be marketed to individuals in our regional community (e.g., via listserv, sending out through state authorities, informing SAMHSA Regional Administrator).
- This activity/resource is clearly marketed as a TTC (ATTTC/MHTTC/PTTC) product.
- This activity/resource will be posted to the Network website (events database and/or product catalog), and *HealthKnowledge*, if applicable.

### Leveraging Network Resources and Avoiding Duplication

- If a new resource is being developed, then we have identified that it is unique from the current resources or online courses available in the TTC products catalog and/or *HealthKnowledge*.