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| **Worksheet 1: DiDRR implementation plan** *(Name of organization), (Country)*  *Note: This template is disposable for your usage* | | | |
| **Step 1. ENGAGE**  **Assemble intersectoral DiDRR team** | **Objective** | **Guiding Questions** | **Stakeholders identified:** |
| This would be the brainstorming stage. Engage with multiple stakeholders to identify existing barriers. Ensure that the issue is targeted and specific.  For practicality, ensure that you invite stakeholders who are within your geographical scope/area. | **Assembling the team**   * How will you engage persons with disabilities and OPDs? * What are the other ministries who should be involved? * What are the other stakeholders who should be involved? * How will you find/invite these stakeholders?   **Brainstorming**   * What is the underlying DRR issue that you are trying to address? |  |

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| **Step 2. ASSESS**  **Identify target area for DiDRR development** | **Objective** | **Guiding Questions** | **Issues identified:** |
| Explore the issue further from multiple stakeholders and invite stakeholders who can help to brainstorm with you. Select a priority area to focus on (plans, information, practices) and which part of the DRR cycle to tackle for development and improvement. | * What are the root causes of the barriers? * How are persons with disabilities affected by these barriers? Who else is affected? * At what level do you wish to make change toward DiDRR?   + Individual   + Family and community   + Institutional   + National * What are the existing DiDRR legal frameworks? What are the gaps in the policies? |  |

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| **Step 3. PREPARE**  **Co-design DiDRR legal frameworks, initiatives, activities** | **Objective** | **Guiding Questions** | **DiDRR activities, programmes, or activities identified:** |
| In this stage, you and your project partners will:   * Define the specific plan you will undertake. * Identify the resources needed. * Allocate budget for the plan that you will undertake.   For central government policymakers, this refers to the new legal frameworks you will implement. For local government, activities could be in the form of workshops, individualized plans, consultations, and/or inclusive drills. The plan you will undertake should address the priority issue and link the activity to expected or anticipated outcomes.  During this process, you will need to take into consideration the resources you have and any resources you may need:   * People * Funding * Time * Knowledge * Networks * Places and Spaces * Equipment * Partner organizations * Community groups | **Addressing legal framework**   * What will be different as a result of the new DiDRR policy? * What do you expect will change in the **short-term (1-2 years), medium-term (3-5 years), and long-term (6-10 years)?**How long will it take to achieve these outcomes? * What resources do you need to implement this new policy? Where can you obtain more support? * What will you plan to measure – consider processes and achievement of your stated outcomes as potential areas for data gathering. * Are there alternatives to your proposal? Why is your proposal the one that should be implemented?   **Planning activities, programmes, or initiatives**   * What are the expected outcomes of the DiDRR initiative? * What do you expect will change in the **short-term (1-2 years), medium-term (3-5 years), and long-term (6-10 years)?** * What timeline is required to implement the activities? What changes do you expect to see at each phase and how long might they take to happen? * What resources do you need to implement this programme? Where can you obtain more support? * What will you plan to measure – consider processes and achievement of your stated outcomes as potential areas for data gathering. * Are there alternatives to your proposal? Why is your proposal the one that should be implemented? |  |