	Anticipated Details	REGION 1: Colfax, Dakoa, Dodge, Madison, Platte, Saunders, Washington			REGION 2: Lancaster		REGION 3: Cass, Douglas, Sarpy		Region 4: Box Butte, Scotts Bluff		Region 5: Adams, Buffalo, Dawson, Hall, Lincoln		Region 6: Gage, Otoe, Saline		TotalHours	Total Cost
Project Title	**WMHP Breast & Cervical Cancer Engagement Meetings**	Christine	Tracey	DHHS Staff	Tracey	DHHS Staff	Tracey	DHHS Staff	Tracey	DHHS Staff	Tracey	DHHS Staff	Tracey	DHHS Staff		
Date	**June 2025 - February 2026**	$200.00	$35.00	$35.00	$35.00	$35.00	$35.00	$35.00	$35.00	$35.00	$35.00	$35.00	$35.00	$35.00		
Project Stewardship	Anticipated Details	7	4	2	10	4	10	4	10	4	10	4	10	4	83	**$4,060.00**
Aim: Maintain clear coordination and project management with org liaisons and consulting team		$1,400.00	$140.00	$70.00	$350.00	$140.00	$350.00	$140.00	$350.00	$140.00	$350.00	$140.00	$350.00	$140.00		
Overall project coordination and stewardship (internal team meetings, correspondence, scheduling, archiving materials)		5	2	1	5	2	5	2	5	2	5	2	5	2		
Overall project planning with DHHS team (needs assessment, develop facilitation approach, timeline)		2	2	1	5	2	5	2	5	2	5	2	5	2		
Regional Meeting(s)		14.5	12	13.5	15	20	15	20	15	20	15	20	15	20	215	**$9,917.50**
Aim: Review county level data and brainstorm ways to improve access to screenings		$2,900.00	$420.00	$472.50	$525.00	$700.00	$525.00	$700.00	$525.00	$700.00	$525.00	$700.00	$525.00	$700.00		
Initial planning/logistics meeting with core team (data to review, participants, date/time/zoom setup, invitation)		0.5			3		3		3		3		3			
Preliminary research into regional/county data		1	1		1		1		1		1		1			
Review and revise regional partner survey		0.5	1.5		1.5		1.5		1.5		1.5		1.5			
Design of Facilitation Process and Agenda		3	2		1.5		1.5		1.5		1.5		1.5			
Create facilitator guide for breakout leaders		0.5			0.5		0.5		0.5		0.5		0.5			
Preparation of slides (design, permissions, structure)		2		1	2	0.5	2	0.5	2	0.5	2	0.5	2	0.5		
Review and consolidation of existing data into slide (screenshots)		0.5		4		4		4		4		4		4		
Run of show and logistics meeting with core team (run through agenda, tech roles, final meeting logistics)		1	1	2	1	5	1	5	1	5	1	5	1	5		
Setup for online meeting (get online early, meeting security and permissions, pre-orientation as needed)		0.5	0.5	0.5	0.5	2.5	0.5	2.5	0.5	2.5	0.5	2.5	0.5	2.5		
Virtual Meeting		3	3	3	3	2	3	2	3	2	3	2	3	2		
Meeting production/tech support		0.5	3			3		3		3		3		3		
Assist in facilitating/leading breakout rooms		0.5		3		3		3		3		3		3		
Post-meeting debrief and next steps		0.5			0.5		0.5		0.5		0.5		0.5			
Design of post meeting survey to regional partners		0.5			0.5		0.5		0.5		0.5		0.5			
Synthesis and Strategy Meeting(s)		15.5	16.5	9	17	8	17	8	17	8	17	8	17	8	166	**$8,367.50**
Aim: Review regional survey input and synthesize regional meeting input, select high priority strategies for action		$3,100.00	$577.50	$315.00	$595.00	$280.00	$595.00	$280.00	$595.00	$280.00	$595.00	$280.00	$595.00	$280.00		
Survey review and analysis		2	1	1	1	1	1	1	1	1	1	1	1	1		
Design of Facilitation Process and Agenda		1			1		1		1		1		1			
Preparation of slides (design, permissions, structure)		1	1		1	1	1	1	1	1	1	1	1	1		
Review/consolidation of existing data into slides (meeting summaries/handouts, categorize county themes/patterns)		3	1	1	2	1	2	1	2	1	2	1	2	1		
Setup for online meeting (get online early, meeting security and permissions, pre-orientation as needed)		0.5	0.5													
Virtual Meeting (3 hrs: review survey insights, mtg theme/brainstorm/clustering/naming, review/reflections, solutions)		3	3	3	2	1	2	1	2	1	2	1	2	1		
Synthesis refinement (done between synthesis and strategy)		2	2	2	2	2	2	2	2	2	2	2	2	2		
Documentation		2	2	1	2	1	2	1	2	1	2	1	2	1		
1-pager design/development			4		4		4		4		4		4			
1-pager review and finalization		1	2	1	2	1	2	1	2	1	2	1	2	1		
Regional Meeting(s) Follow Up - Project Completion			35	9											44	**$1,540.00**
Aim: Create shared space to highlight tools/strategies used, offer guidance for replicating, share impact of work			$1,225.00	$315.00												
Combining Promising Strategies from all regional meetings			5	1												
Post Regional Meeting(s) Next Steps			4	3												
Website Skeleton Draft			6	2												
Website Build/Rebuild			12	1												
Website One-Pager			6	1												
Website Email Draft - send email to all participants			2	1												
LOE Estimate		37	67.5	33.5	42	32	42	32	42	32	42	32	42	32	508	**$23,885.00**
		$7,400.00	$2,362.50	$1,172.50	$1,470.00	$1,120.00	$1,470.00	$1,120.00	$1,470.00	$1,120.00	$1,470.00	$1,120.00	$1,470.00	$1,120.00		
		$10,935.00			$2,590.00		$2,590.00		$2,590.00		$2,590.00		$2,590.00			
TOTAL ESTIMATE PROJECT COST																**$23,885.00**