

Universal Community Planning Tool (UCPT)

Installation Guide

Produced by the Garrett County Health Department; Garrett County, Maryland.

This Universal Community Planning Tool (UCPT) User Guide was produced with a grant from the Public Health National Center for Innovations, through their grant from the Robert Wood Johnson Foundation.



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UCPT v10.1 Release *First Edition*

Shelley Argabrite
With John Corbin

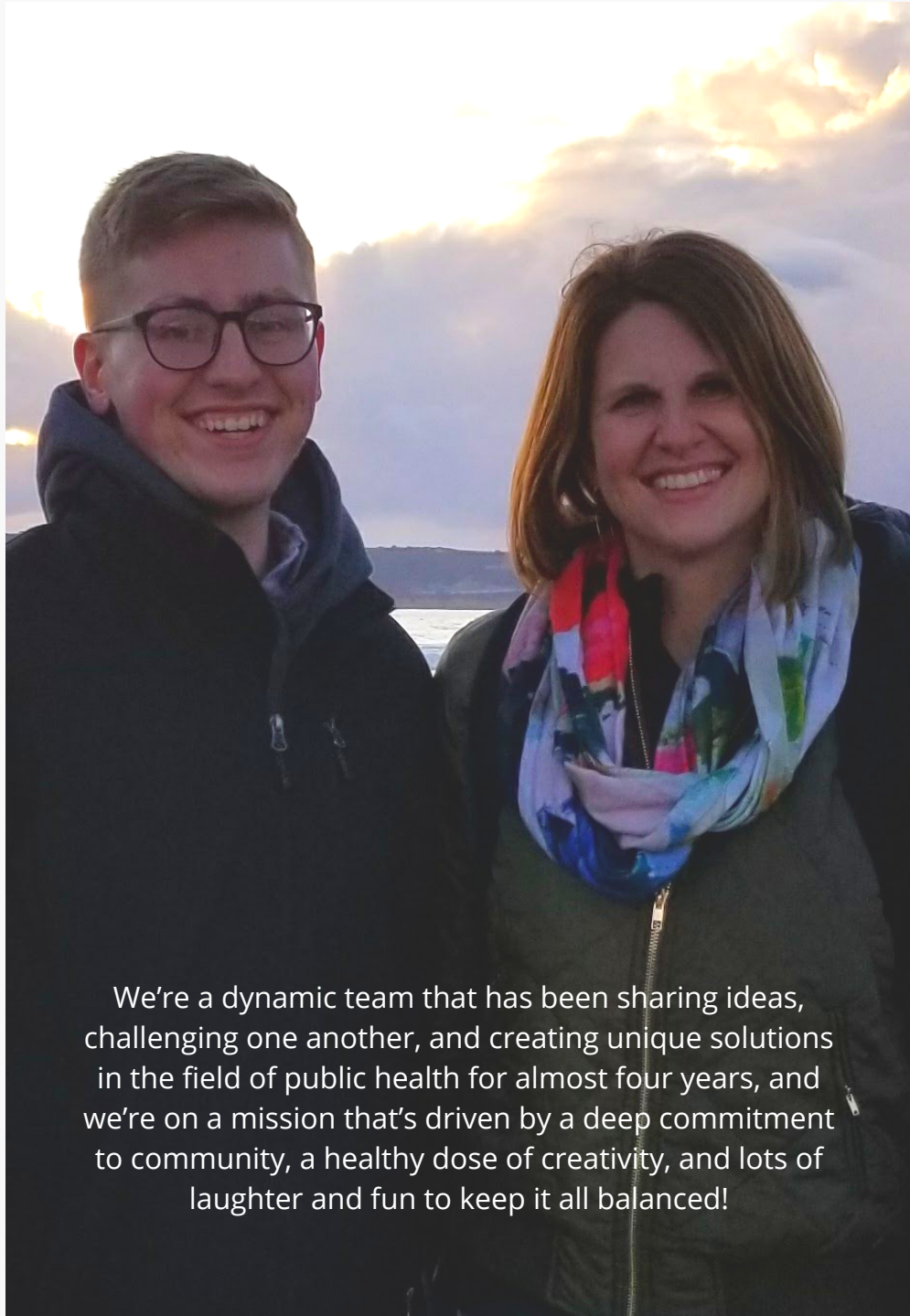
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Published by the
**Garrett County
Health Department**

Oakland, Maryland



We're a dynamic team that has been sharing ideas, challenging one another, and creating unique solutions in the field of public health for almost four years, and we're on a mission that's driven by a deep commitment to community, a healthy dose of creativity, and lots of laughter and fun to keep it all balanced!

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About the Garrett County Population Health, Innovation, & Informatics Unit

A critical step in improving health in any community is to develop pathways for community members and partner organizations to contribute to the planning decisions that affect them. Realizing the field of public health lacked ways to conduct and track true community engagement, we adopted the Robert Wood Johnson Foundation's definition of equity that "everyone has a fair and just opportunity to be as healthy as possible*" - then we focused on removing obstacles. In the simplest of terms, we opened up the process and created a pathway by improving access to health improvement processes and made it a lot easier for people to participate by going digital. We created the first and only dynamic, open source solution that enables communities to create a shared vision based upon data to meaningfully engage the community.

As a successful grantee of the 21st Century Innovators cohort from PHNCI, a division of PHAB, with support from RWJF, we are excited to share our expertise in this guide with communities everywhere that are working diligently to improve health.

*<https://www.rwjf.org/en/library/research/2017/05/what-is-health-equity-.html>

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About PHNCI (Public Health National Center for Innovations)

Launched in late 2015, the Public Health National Center for Innovations (PHNCI), a division of the Public Health Accreditation Board, serves as the national headquarters for empowering health departments to drive change and improve health. PHNCI:

- *Provides a learning lab for health departments' innovations;*
- *Develops and shares resources, tools, education, and expertise;*
- *Connects innovators within public health and across sectors; and*
- *Monitors, disseminates, and builds the science of public health innovation.*
- *PHNCI is a part of the All In: Data for Community Health collaborative, a learning network of communities that are testing exciting new ways to systematically improve community health outcomes through multi-sector partnerships working to share data. All In partner networks are building the evidence base to advance practice, identify gaps, highlight investment needs, and inform policy.*

At the core of PHNCI are learning communities comprised of statewide coalitions, health departments, and other agencies implementing the systems transformations and innovations needed to improve public health practice and health outcomes. PHNCI's Innovation Learning Community (2017-2018) was comprised of nine sites focused on cross-sector innovations in health equity, data collection and analytics, health in all policies, systems redesign, and access to services. Through this learning community, PHNCI supported the Garrett County Health Department in developing and implementing the Universal Community Planning Tool (UCPT) in Garrett County (MD) and in mentoring five replication sites in developing and implementing their own UCPTs. It is our hope that the field finds this guide useful in their own efforts to authentically engage communities in improvement planning processes.

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Feedback

We love getting feedback and invite everyone to join the open source population health movement.

To get involved, or share your comments, visit mygarrettcountry.com!



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Table of Contents

Table of Contents	1
Planning With Purpose	4
What is the UCPT?	5
About the Universal Community Planning Tool	5
What is the Universal Community Planning Tool (UCPT)?	5
Who can implement the UCPT?	5
Who has implemented the UCPT?	5
Replication Sites:	5
Allegany County, Maryland - alleganyspeaks.com	5
District of Columbia - ourhealthydc.org	5
Medina County, Ohio - livingwellmedinacounty.com	5
Flathead City-County, Montana - flatheadforward.com	5
Clackamas County, Oregon - blueprintclackamas.com	5
Is the UCPT the right fit for your community?	6
Action Plan For Readiness	6
Coordinating Resources for Effective Population Health Planning	6
Pre-Launch Strategies	9
What's in a name?	9
Collaboration: A Fresh Perspective	9
Community Champions	10
Foundations of the Action Groups within your UCPT	10
Pick a date and stick to it	10
Marketing, Marketing, Marketing...	11
Installing the Universal Community Planning Tool (UCPT) and Dependencies	12
UCPT Background	12
What do I need to get started?	12
What is WordPress/BuddyPress?	13
Ok, I'm ready, let's install the UCPT!	14
Step 1 - Installing WordPress	14
Step 2 - Installing Dependencies	15
Step 3 - Configuring BuddyPress	17
Step 4 - Installing the UCPT Manager	18

Step 5 - Configuring the UCPT Manager	21
Step 6 - Installing UCPT Drivers	22
Step 7 - Extending the UCPT	23
Need assistance?	23
Congratulations, your installation is complete!	24
Welcome to the growing UCPT Family!	24
Extending Your UCPT With Plugins	25
UCPT WordPress Compatible Plugins	25
Security - WordFence	25
SPAM Prevention - Anti-Spam	25
Limit Registration by Location - Registration Options	25
Acceptance - Terms and Conditions	25
Automated Backups - UpDraft+	25
Restrict User Access - WP Admin No Show	26
Restrict User Access - Hide Admin Bar	26
Page Caching - WP Super Cache	26
Custom Log-In Screen	26
Nested Groups (Hierarchy)	26
Block Words/Phrases - WP Content Filter	26
Easily install Google Analytics - WP MonsterInsights	27
Automated Search Engine Optimization	27
1-Click SSL - Really Simple SSL	27
Universal Community Planning Tool (UCPT) Source Code Reference	28
About the UCPT Source Code Reference	28
Developer Notes	28
Sources	30
References and Resources	30
Official UCPT GitHub Page	30
MyGarrettCounty.com	30
EquityEngage.com	30
NACCHO Promising Practice	30
All In Data for Community Health & Communities Joined in Action Webinar/Presentation	30
Robert Wood Johnson Foundation County Health Rankings & Roadmaps – Webinar: Innovation in Public Health	31
PHNCI – Highlighting Innovations in Public Health Video	31

Digital Platform Engages Local Communities and Addresses Public Health Concerns	31
PHNCI Innovation Replication Grant Program	31
Replicating a Digital Community Engagement Innovation	31
Podcast: An Equitable Approach to Community Health Planning in Garrett County, MD	31
Public Health National Center for Innovations Awards \$75 Thousand in Grants to Test Replication of Universal Community Planning Tool in Health Departments	32
Garrett County, Maryland 2017 RWJF Culture of Health Prize Winner	32
Garrett County, Md. wins RWJF's Culture of Health Prize	32
Garrett County Health Department Receives National Award and Recognition for Innovative Practice to Improve Health Equity and Stakeholder Engagement	32
Garrett County Team Wins Maryland Rural Health Achievement Award from MRHA	32
Innovation Learning Community Case Studies	33
Partnering With Residents	33
What is Health Equity?	33

Planning With Purpose

The health of our community depends on how well we work together! Our primary purpose on the Garrett County Planning Tool is to give everyone an opportunity to share their voice by **connecting** to help improve the issues that matter most to all of us!

We've removed the obstacles of needing to be at a meeting or hold a certain agency status to participate, and expanded our conversations to include all kinds of topics that affect both our individual and community health.

Instead of waiting every three years to conduct a formal assessment, anyone is invited to speak about the issues they struggle with as well as their greatest successes at any time. This dialogic communication creates a culture of responsiveness and helps shape programs, services, and better positions stakeholders to compete for funding opportunities using the hyperlocal data reported on the Planning Tool. The insights gained from the extensive qualitative and quantitative data is vital because it helps to tell our story. In order to understand all the nuances of each person and the lived experience of our local heritage, we need opportunities to share who we are and what matters to us. In this context, data is the most meaningful if it mobilizes action. The Garrett County Planning Tool continues to demonstrate the power of transparency as it relates to both the collection and reporting of hyperlocal data to spur action.

My intention in the creation of this unique planning experience was to harness the local knowledge, care, and passion of the people in this community and turn it into a pure force for good!

Now that we have the opportunity to share this work on a global level as the Garrett County Planning Tool (mygarrettcountry.com) is released in part under GPLv3 as the Universal Community Planning Tool (UCPT) with support from the Robert Wood Johnson Foundation thru the Public Health National Center for Innovations (PHNCI), a division of the Public Health Accreditation Board (PHAB), we invite you to join our expanding UCPT family.

Here's a shout out to all of our local planning partners, those who watch our work from afar, and those who will continue development and refinement of the initial framework to improve population health advancements for us all.

A special acknowledgment to the initial pilot cohort, five brave communities we had the privilege of teaching and mentoring.

I'm honored you're here and deeply value your contributions to this body of work.

Shelley Argabrite

Garrett County Chief Health Strategist

What is the UCPT?

About the Universal Community Planning Tool

What is the Universal Community Planning Tool (UCPT)?

The Universal Community Planning Tool (UCPT) is the world's first FREE and open source population health engagement framework built upon the world's most popular content management system – WordPress – to enable every community to have the opportunity to increase transparency and activate engaged stakeholders.

Who can implement the UCPT?

Anyone! Although nascent, this work is being replicated in public health agencies, hospitals, non-profits, volunteer groups, higher education, library systems, and county governments. There is tremendous utility in a variety of sectors and we can't wait to see who else joins the UCPT family!

Who has implemented the UCPT?

As of June 2019

Replication Sites:

Allegany County, Maryland - alleganyspeaks.com

District of Columbia - ourhealthydc.org

Medina County, Ohio - livingwellmedinacounty.com

Flathead City-County, Montana - flatheadforward.com

Clackamas County, Oregon - blueprintclackamas.com

Is the UCPT the right fit for your community?

Action Plan For Readiness

Coordinating Resources for Effective Population Health Planning

As you evaluate all the options available to you as you seek to engage with your community in a more meaningful way, increase accountability by collecting and reporting hyper-local data measures, and build trust through transparency, there are several considerations we invite you to think about before you begin.

Please take a few moments to work through the exercise on the next page.



Universal Community Planning Tool
Improving Equity & Building Capacity

ACTION PLAN FOR AGENCY READINESS

Coordinating Resources for Effective Population Health Planning

Organizational Culture, Community Climate, Investments in Qualified Personnel, & Digital Infrastructure are important indicators for running a successful installation of the UCPT in your community.

1

Does your agency **acknowledge the need to improve equity** by improving and measuring community engagement?

YES

NO

An agency is more likely to be successful implementing the Universal Community Planning Tool when sufficient evidence exists that there is a need to improve existing efforts relating to equity and engagement.

2

Is leadership **supportive of the levels of transparency** the UCPT has the potential to demonstrate both in agencies and in the community?

YES

NO

The UCPT is designed with multiple levels of privacy settings to aid agencies in selecting the most appropriate fit for their communities. Total transparency is feared by weaker models of leadership, however building capacity around the features of the UCPT often mitigates those fears.

3

Is this **the right time** for the agency to implement the UCPT?

YES

NO

Take a moment to consider your stakeholders and their willingness to try something new. Ask yourselves if there have been numerous changes within agencies or communities. Do you feel the UCPT will be viewed as a solution to help manage and overcome bigger issues the community is facing?

4

Has your agency adopted the notion that a **culture of collaboration** is necessary in sustaining positive outcomes in the community?

YES

NO

Implementing the UCPT requires change and fostering shared approaches among multisectoral partners. Acknowledgement that we all share the same end goal - improving health in our communities - empowers others to join the efforts.



Universal Community Planning Tool

Improving Equity & Building Capacity

5

Does your agency have a qualified staff person to implement the UCPT with the characteristics and attitudes to become an **implementation coordinator**?

YES

NO

implementation coordinator

Can your agency identify at least three likely **champions within the community** to aid in the implementation of the UCPT?

6

champion

agency

YES

NO

champion

agency

champion

agency

7

Does your agency currently manage its online presence via one of these popular **Content Management Systems (CMS)**: WordPress, Drupal, Joomla, or Other?

YES

NO

content management system

8

Does your agency or community currently operate digital services on a **Web Server** that could be used to deploy the UCPT?

YES

NO

Recommended specs: 6GB Ram, 100GB Storage, 50GB BW (Based on a 30K-50K Population)

SCORE

*If the number of yes responses indicated equals **7 or more**:*

Your responses indicate that your agency is likely to be successful at implementing the UCPT.

*If the number of yes responses indicated equals **5-6**:*

Your responses indicate that your agency may not be ready with critical factors. This reduces the likelihood that the implementation of the UCPT will be effective in your community.

*If the number of yes responses indicated is **less than 4**:*

We encourage you to take time to make necessary changes in your agency and then take another look at implementation at a later date. We believe that when you have the right team, the desire, and the infrastructure in place, improving equity and making sustainable changes within communities is possible!

Pre-Launch Strategies

With a score of at least 7 or more, approach this venture with confidence that you've got what it takes to make the implementation of the UCPT successful in your community!

However, if your community scores lower than a 7, implementing the UCPT may be exactly what your community needs. Sometimes offering something different is all it takes to bring community champions forward, or begin conversations about culture that haven't previously been discussed. More effort will be necessary for successful implementation, but overcoming barriers are what helps us grow. So think outside the box, seek a fresh perspective, and dig in!

Before we get into the actual technical install let's think about where people are going to access your platform. Whether you're doing this on your own or working with a technical team, you'll need to have a good idea of what you want your domain name to be before you start the process.

What's in a name?

Choosing your domain name carefully with inclusion at the forefront is a critical piece to the success of your efforts. It's unlikely that the community or agency stakeholders will feel ownership of the platform if it's buried in an organization's existing website. A name that is reflective of the purpose and is easy to remember is a great place to begin.

Collaboration: A Fresh Perspective

You've already identified the person who will champion this effort in the "Readiness Exercise". The highest performing UCPT implementers have an attitude of service and are eager to invite both the community and agency stakeholders to share what matters to them by conveying the benefits of the platform and meeting them where they are! Traditional approaches to engagement and the notion of "setting the table" aren't recommended. However, pulling up a chair to their table and fostering meaningful relationships that will be reflected on the Planning Tool is the essence of true community engagement that can be beautifully demonstrated on your installation just as it is in Garrett County, MD, home of the UCPT family.

Community Champions

There are many resources that help us think about the ways we define and engage with our community. A collaboration between the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute published a learning guide titled, Partnering with Residents-Getting Started*.

*<http://www.countyhealthrankings.org/take-action-to-improve-health/learning-guides/partnering-with-residents>

We suggest identifying a minimum of three active community champions as early in the process as possible to ensure everything from concept design to continued implementation of the UCPT is tightly woven with an active community presence that will improve organic sustainability of the work.

Foundations of the Action Groups within your UCPT

What matters most to people will be the basis of the action groups that create mobilization within your community. It's here that you'll gather both qualitative and quantitative data around the topics that are of greatest interest in your community. It's helpful to work with your community champions to build a content framework for a few action groups before launch to use as a model as your process begins.

Pick a date and stick to it

Going "LIVE" and actually launching the site is more difficult than you might imagine. The installation of the UCPT has been the primary focus, but the Planning Tool needs to come to life! As we guided five diverse communities through an initial replication pilot, reassurance in their processes and coaching to maintain the original intent of the Planning Tool made it easier to commit. It takes serious vulnerability to put your work out for the world to see. There always seems to be something to tweak or another plug-in that may improve the user experience, but at some point, you need to trust your work and push the button. That's why choosing a date ahead of time and strictly following your project timeline is recommended to launch within a reasonable timeframe.

Marketing, Marketing, Marketing...

Now that you've launched your brand new Planning Tool on a website, how will people find it? The answer depends largely on how dedicated your implementation coordinators are and how engaged the community champions become. We recommend a top down and bottom up approach simultaneously in the coalition and agency stakeholder meeting rounds, offering live demos and how-to sessions. A marketing budget never hurts, running social media ads, equipping your site with social integrations, utilizing email marketing, and responding quickly on the platform increases engagement.

Installing the Universal Community Planning Tool (UCPT) and Dependencies

UCPT Background

What do I need to get started?

Generating a UCPT installation is quick and easy with most shared web hosting providers, but can generally run on any general LAMP, LEMP, or other web server stack. Unlike many public health tools, the UCPT is self-hosted, which means that you own your data, and can move or modify your installation at any time, and scale your platform as it grows.

Many shared web hosting providers even offer 1-click installations of WordPress (the primary platform upon which the UCPT is built), allowing you to be ready to install the UCPT in less than 5 minutes.

For those that are unfamiliar with web hosting, the process is very easy and generally goes as follows:

1. Sign up for a shared web hosting provider.
2. Purchase a domain name (i.e.; mygarrettcountry.com) - this can usually be done through your web host for convenience if you do not have a preferred registrar.
3. Point your domain name at your web host - usually not necessary if you purchase your domain with your web host.
4. Use Softaculous (or a similar 1-click installation wizard, if available) to install WordPress, or download WordPress from <https://wordpress.org/download/>.
5. Install the UCPT dependencies as directed in this tutorial.
6. Install the UCPT platform.
7. Customize your UCPT, and launch your community collaborative!

While this process may vary by web host, it generally takes 10-45 minutes, depending on experience.

What is WordPress/BuddyPress?

WordPress is the world's most popular Content Management System (CMS), and now powers over 30% of the entire Internet*! Content Management Systems allow end-users, just like you, to easily update and edit website content without knowing any code or specialized technological skills.

The Universal Community Planning Tool is a community engagement framework that includes WordPress plugins that extend a major component plugin called BuddyPress.

BuddyPress is an open source WordPress plugin that allows your community members to create accounts, to be grouped into categories, and to have custom profiles. The Universal Community Planning Tool plugins further enhance these functions with many, many tools specifically designed for Public Health and community engagement – these include hyper local data collections, health improvement strategy development and endless ways to engage and track your community's health improvement efforts.

*<https://torquemag.io/2018/03/wordpress-powers-30-percent-internet/>

Ok, I'm ready, let's install the UCPT!

Step 1 - Installing WordPress

Since WordPress is the most popular Content Management System on the Internet, it's no surprise that there are literally THOUSANDS of installation tutorials! In fact, WordPress has been so refined over the years, that it's become famous for its well-known 5-minute installation.

For practicality, this section of the installation guide links to a variety of simple, instructional articles and videos for different learning styles. Pick the one that works best for you and proceed to the next step.

WordPress Download: <https://wordpress.org/download/>

Tutorial Option #1

- WordPress Codex – Installation
(https://codex.wordpress.org/Installing_WordPress)
 - For those who learn best by reading.
 - Provides specialized instructions for CPanel, Plesk, and DirectAdmin.

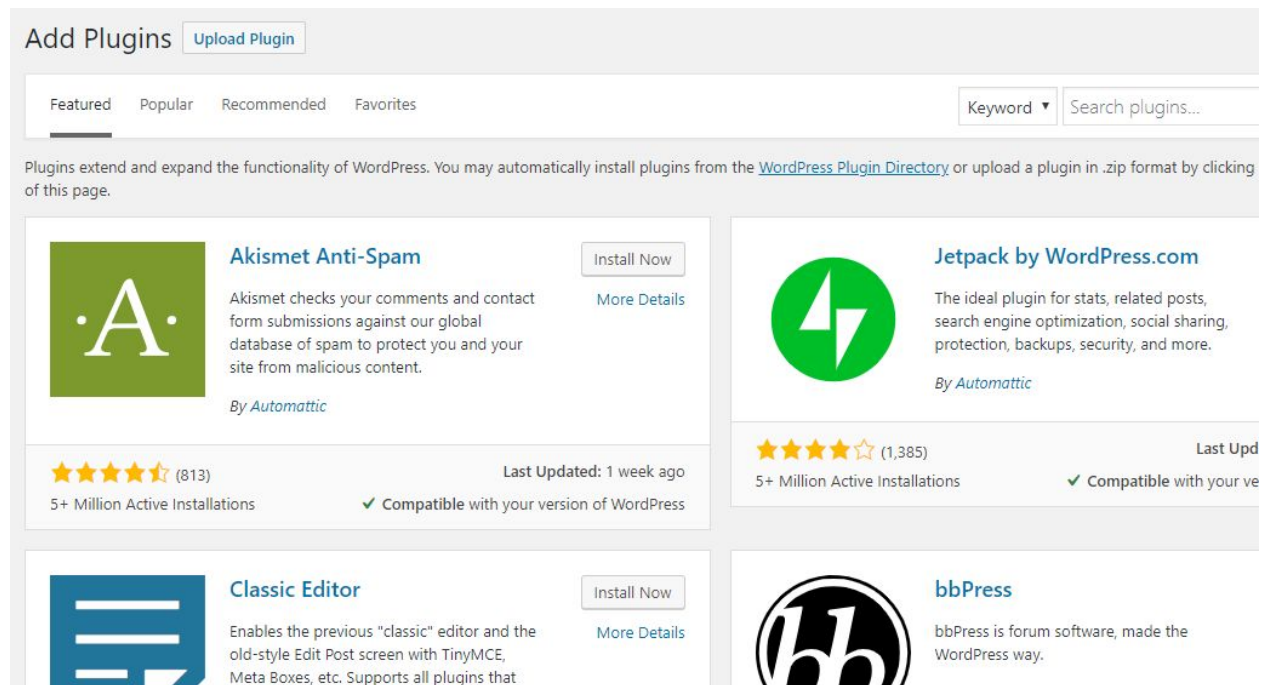
Tutorial Option #2

- WPMU – Famous 5-Minute Installation
(<https://www.youtube.com/watch?v=ell0SiTZyX8>)
 - For those who learn best by following along with videos.
 - Demonstrates installation for CPanel.

Step 2 - Installing Dependencies

Now that you've installed WordPress, it's time to install the BuddyPress framework. BuddyPress enhances membership capabilities for your website, and enables the use of UCPT plugins, such as the strategy and raw data modules.

To get started, navigate to the "Plugins" tab in your WordPress administrative portal (yoursite.com/wp-admin), and click "Add New" to launch the page shown below (note, this page may change over time, but will likely look similar):



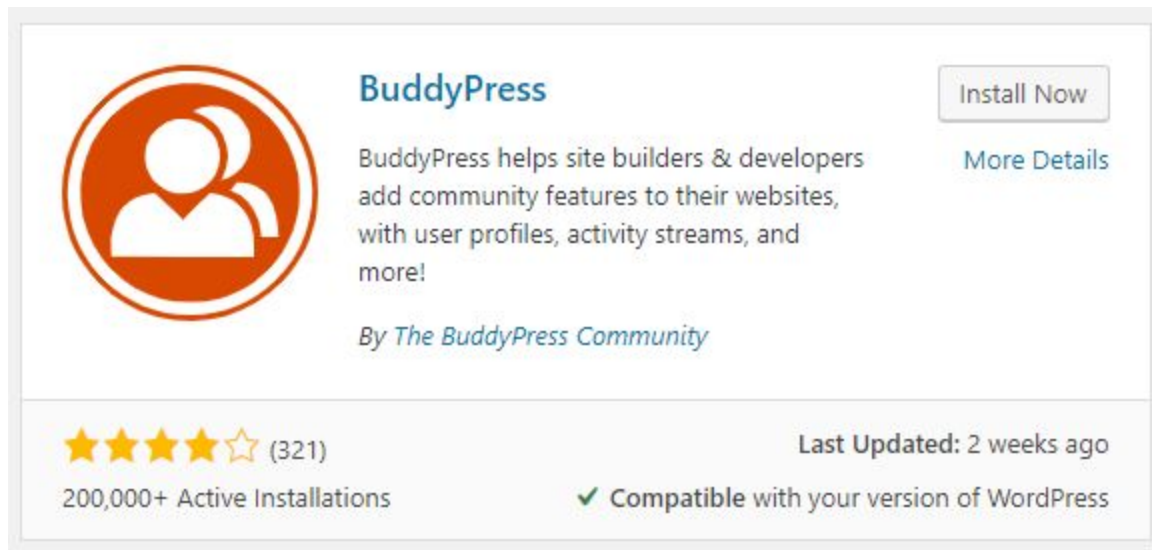
The screenshot displays the 'Add Plugins' interface in a WordPress admin dashboard. At the top, there's a header with 'Add Plugins' and an 'Upload Plugin' button. Below this is a navigation bar with tabs for 'Featured', 'Popular', 'Recommended', and 'Favorites'. A search bar on the right is labeled 'Keyword' and 'Search plugins...'. A descriptive paragraph states: 'Plugins extend and expand the functionality of WordPress. You may automatically install plugins from the [WordPress Plugin Directory](#) or upload a plugin in .zip format by clicking of this page.'

The main content area features four plugin cards:

- Akismet Anti-Spam**: Includes a green icon with a white 'A', a description about checking comments and contact form submissions, an 'Install Now' button, a 'More Details' link, a 4.5-star rating (813 reviews), '5+ Million Active Installations', and a 'Last Updated: 1 week ago' note. It is marked as 'Compatible with your version of WordPress'.
- Jetpack by WordPress.com**: Includes a green circular icon with a white lightning bolt, a description about stats, related posts, SEO, social sharing, protection, backups, security, and more, an 'Install Now' button, a 'More Details' link, a 4.5-star rating (1,385 reviews), '5+ Million Active Installations', and a 'Last Updated' note. It is marked as 'Compatible with your version of WordPress'.
- Classic Editor**: Includes a blue icon with three horizontal lines, a description about enabling the previous 'classic' editor and the old-style Edit Post screen with TinyMCE, Meta Boxes, etc., an 'Install Now' button, and a 'More Details' link.
- bbPress**: Includes a black and white icon with 'bb' letters, a description stating it's forum software made the WordPress way, an 'Install Now' button, and a 'More Details' link.

This is the Add Plugins page for WordPress that will enable you to install the dependencies for the UCPT, the UCPT itself, as well as extend your community platform with over 50,000 potential plugins, most of which are free to use!

Type BuddyPress into the “Search plugins” box shown above in the upper right corner, to search the WordPress repository for the most recent version of this core user plugin.



The image shows a plugin card for BuddyPress from the WordPress repository. On the left is an orange circular icon with a white silhouette of two people. To the right of the icon, the text "BuddyPress" is displayed in a bold blue font. Below this, a description states: "BuddyPress helps site builders & developers add community features to their websites, with user profiles, activity streams, and more!". Below the description, it says "By The BuddyPress Community" in a smaller blue font. In the top right corner of the card is a button labeled "Install Now". Below the button is a link labeled "More Details". At the bottom of the card, there is a row of five yellow stars, with the first four filled and the fifth empty, followed by the number "(321)". To the left of the stars, it says "200,000+ Active Installations". To the right of the stars, it says "Last Updated: 2 weeks ago". At the bottom right, there is a green checkmark icon followed by the text "Compatible with your version of WordPress".

BuddyPress

BuddyPress helps site builders & developers add community features to their websites, with user profiles, activity streams, and more!

By The BuddyPress Community

★★★★★ (321)

200,000+ Active Installations

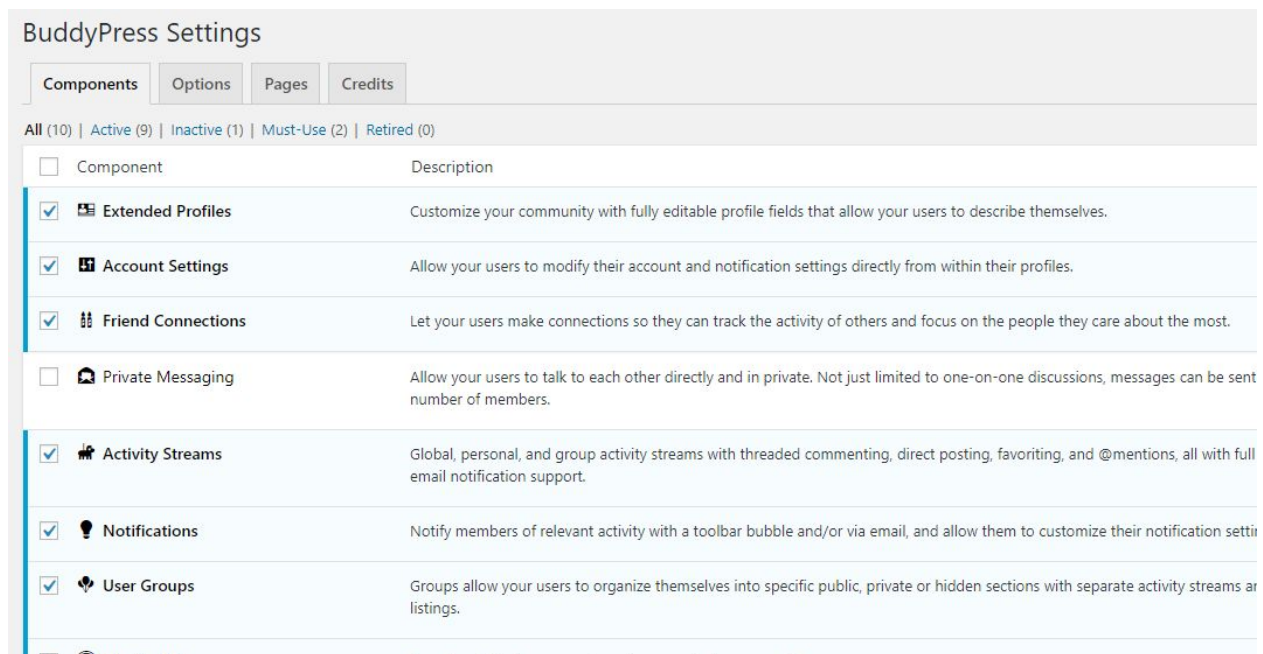
Last Updated: 2 weeks ago

✓ Compatible with your version of WordPress

Once your search loads, click “Install Now” to install the BuddyPress dependencies. Once the installation is complete, the button will change to say “Activate.” Click “Activate”, and the plugin will begin setting up the necessary database files, and prepare you to install the UCPT.

Step 3 - Configuring BuddyPress

In order to use the free, open source Universal Community Planning Tool (UCPT) plugins, you'll need to activate BuddyPress groups. This feature of the BuddyPress framework allows your users to be organized into groups and provides a space for the UCPT plugins to work their magic. To enable BuddyPress groups, navigate to "Settings" -> "BuddyPress" in your WordPress administration panel (yoursite.com/wp-admin).



Ensure that the "User Groups" checkbox is active, as shown in the screen above, and optionally select any other features that you may desire.

Note, we recommend leaving private messages turned off as a spam and community control mechanism to prevent anyone from utilizing your platform for other purposes, such as solicitations, mass user mailings, etc...

Step 4 - Installing the UCPT Manager

You're now ready to install the free, open source Universal Community Planning Tool (UCPT) framework plugins!

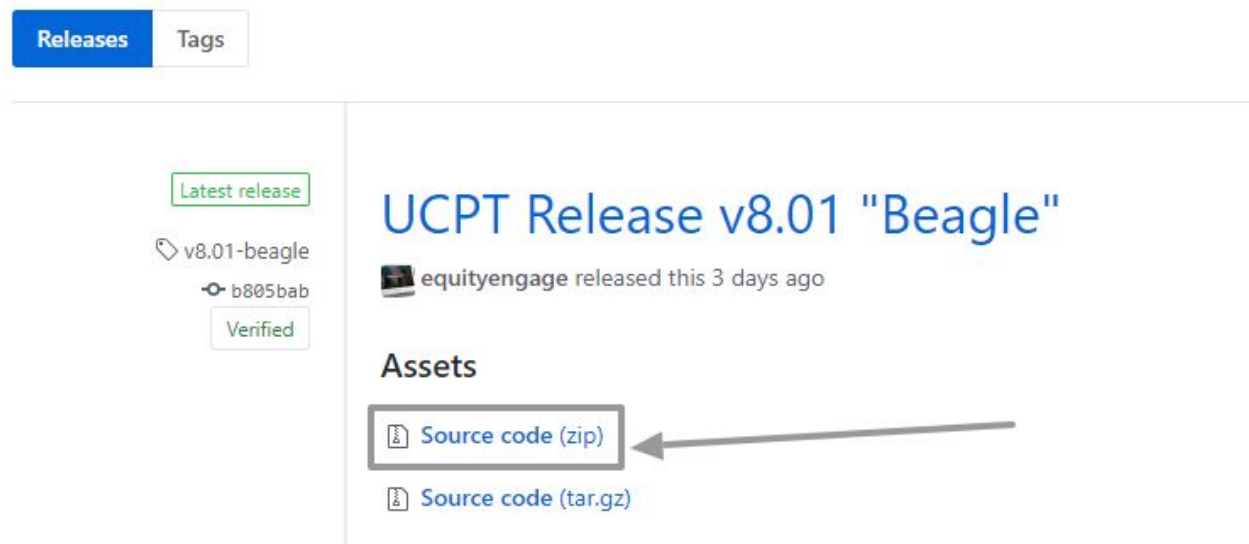
To get started, we'll walk you through installing the UCPT Manager plugin first.

This plugin, and all core UCPT plugins can be found at the GitHub links below:

Universal Community Planning Tool (UCPT) GitHub Page:
<https://github.com/equityengage/UCPT>

UCPT Releases
<https://github.com/equityengage/UCPT/releases>

First time using GitHub? No worries! Just head over to the releases link (listed above) at <https://github.com/equityengage/UCPT/releases>, and download the most recent release.



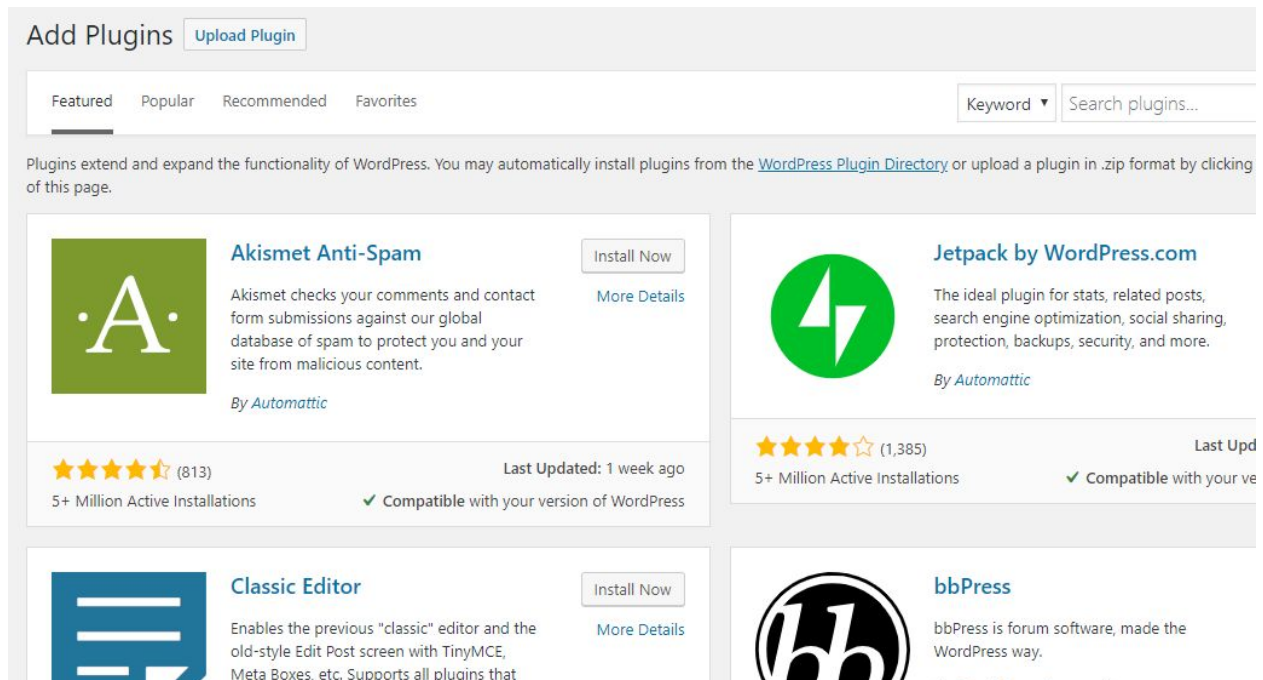
Once you download the zip file of the most recent release, you'll need to extract the contents (right click -> extract all) on your computer, and open the folder.

All of the UCPT open source plugin templates are located within the folder called "Core-Modules" – the rest of the folders contain handy tools that are designed for developers or curious minds to extend and/or expand upon the core UCPT code templates.

Find the UCPT Manager Plugin (ucpt-manager-module.php), and compress this file into a zip folder (right click -> send to -> zip).

WordPress doesn't accept raw .php files by default, so your file must be zipped to install.

Then, navigate to the "Add New" page under the "Plugins" tab in your WordPress administrative portal (yoursite.com/wp-admin) once again, and install your newly zipped plugin file by selecting the "Upload Plugin" button shown in the upper left part of the screen below:



Choose your file based on where you zipped your plugin folder (most likely your Downloads folder), and click "Install Now" button.

Instead of loading in-page as BuddyPress did previously in this tutorial, this installation will redirect you to a new page that provides details of the installation process, and will have a link that says "Activate Now" when complete. Click this link, and your UCPT Manager plugin installation will be finished!

Note, the UCPT Manager Plugin CANNOT be installed without BuddyPress installed AND active, and other UCPT Plugins CANNOT be installed without the UCPT Manager Plugin installed AND active.

Step 5 - Configuring the UCPT Manager

It's finally time to start customizing your Universal Community Planning Tool for your own community! To get started, head to the options page shown below by navigating to "UCPT Manager" in the WordPress administrative panel (a new option in the left sidebar that appears after installing the UCPT Manager Plugin), and fill out as much information about your community as possible.

UCPT Data Start Date	01/01/2017
UCPT Measure Number	15
Priority Focus Area #1	Behavioral Health: includ
Priority Focus Area #2	Maternal, Child, and Adc
Priority Focus Area #3	Chronic Diseases and th
Priority Focus Area #4	Access to Care and Linka

Performance note, as your site grows, remember this panel. Many of these options, such as number of measures, tags, etc... can assist in performance if you end up with a viral hit on your hands.

Garrett County's pilot started with 3 measures, then 5, then 10, and finally the full 15.

This enabled us to grow confidently, and worry less about large traffic spikes caused by highly effective marketing campaigns.

Step 6 - Installing UCPT Drivers

Now you're really ready to rock n' roll! Once you've configured the UCPT Manager Plugin, you can begin selecting and installing the UCPT Driver Plugins/Modules.

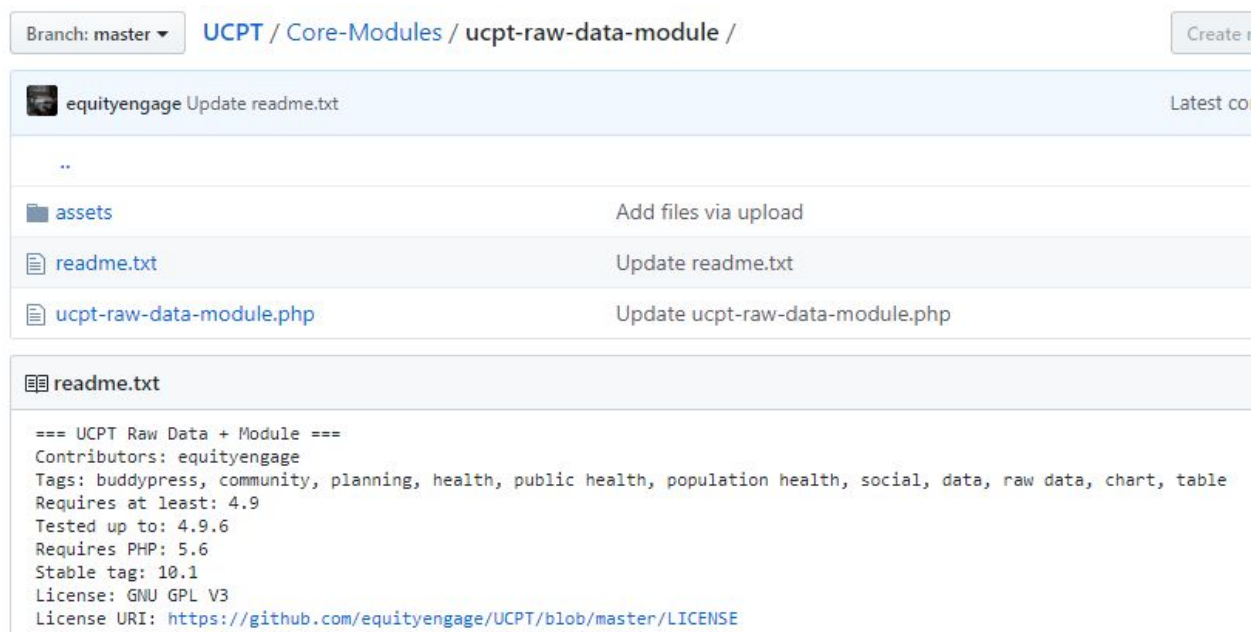
At the time this tutorial was produced, the following UCPT Plugins have been published:

UCPT Strategy Card Module Plugin

<https://github.com/equityengage/UCPT/blob/master/Core-Modules/ucpt-strategy-module.php>

UCPT Raw Data + Module Plugin

<https://github.com/equityengage/UCPT/blob/master/Core-Modules/ucpt-raw-data-module.php>



The screenshot shows the GitHub repository page for the 'ucpt-raw-data-module' plugin. At the top, the branch is set to 'master'. The repository path is 'UCPT / Core-Modules / ucpt-raw-data-module /'. A 'Create new file' button is visible in the top right. Below the repository path, there is a commit history table with columns for the commit hash, author, message, and time. The most recent commit is by 'equityengage' with the message 'Update readme.txt'. Below the commit history, there is a file list table with columns for the file name and the last commit message. The files listed are 'assets', 'readme.txt', and 'ucpt-raw-data-module.php'. Below the file list, there is a section for the 'readme.txt' file, which contains the following text: '=== UCPT Raw Data + Module ===', 'Contributors: equityengage', 'Tags: buddypress, community, planning, health, public health, population health, social, data, raw data, chart, table', 'Requires at least: 4.9', 'Tested up to: 4.9.6', 'Requires PHP: 5.6', 'Stable tag: 10.1', 'License: GNU GPL V3', and 'License URI: https://github.com/equityengage/UCPT/blob/master/LICENSE'.

Commit Hash	Author	Message	Time
...	equityengage	Update readme.txt	Latest commit

File Name	Last Commit Message
assets	Add files via upload
readme.txt	Update readme.txt
ucpt-raw-data-module.php	Update ucpt-raw-data-module.php

```
=== UCPT Raw Data + Module ===
Contributors: equityengage
Tags: buddypress, community, planning, health, public health, population health, social, data, raw data, chart, table
Requires at least: 4.9
Tested up to: 4.9.6
Requires PHP: 5.6
Stable tag: 10.1
License: GNU GPL V3
License URI: https://github.com/equityengage/UCPT/blob/master/LICENSE
```

To install these plugins, or any other upcoming UCPT Driver Plugins, simply follow the same steps you completed to install the UCPT Manager Plugin. The only difference is that these plugins will not require additional configuration, as they utilize the inputs provided during the UCPT Manager installation process.

Step 7 - Extending the UCPT

Congratulations! Your Universal Community Planning Tool (UCPT) is ready to go! We wish you the best of luck, and forward our sincerest appreciation for the work you're starting to improve the health outcomes for everyone in your community.

Moving forward, we hope you check out our additional resources, and follow our blog for articles, tips, and tricks to get the most out of your UCPT.

If you're interested in contributing to the core development team, connect with us, and we'll tell you how to get involved.

Thanks again, and best of luck in your endeavors to improve population health!

Need assistance?

Contact the team: [**media@mygarrettcountry.com**](mailto:media@mygarrettcountry.com)

Congratulations, your installation is complete!

Welcome to the growing UCPT Family!

- **Stay True to the original intent, improve equity.**
 - Opening up and welcoming people regardless of their agency affiliation, status, ability to utilize transportation, etc., increases equity in health planning/improvement processes and cultivates an inclusive culture aiding in the sustainability of meaningful health improvements.
- **Invite Agency Stakeholders to be transparent.**
 - The collaborative workspaces, known as Action Groups can be accessed anytime and encourages partners to measure their work on a specific strategy both individually and collectively. This creates a strong sense of accountability and helps to foster trust within a community.
- **Experience what it means to be truly Data-Driven.**
 - The UCPT collects both qualitative and quantitative data on the front end. Generates data visualizations based upon hyper local measures for every user increasing community access. Finally, gives us the ability to measure community engagement and a plethora of other insights through analytics.
- **Ensure continuous engagement.**
 - The UCPT is equipped with email marketing software to make it easy for every user to organically connect with others who may share similar passions.

Extending Your UCPT With Plugins

UCPT WordPress Compatible Plugins

Security - WordFence

WordFence is a freemium security suite for WordPress, and provides free security scanning and tools to combat spam. <https://wordpress.org/plugins/wordfence/>

SPAM Prevention - Anti-Spam

This replaces Akismet, which now requires a subscription to access the API definitions to remove spam. <https://wordpress.org/plugins/anti-spam/>

Limit Registration by Location - Registration Options

Registration Options is a free plugin that helps you ensure that members registering live in or near your community.
<https://wordpress.org/plugins/bp-registration-options/>

Acceptance - Terms and Conditions

Terms and Conditions is a free plugin that allows you to require consent to your policies to register for an account.
<https://wordpress.org/plugins/simple-terms-and-conditions-for-buddypress/>

Automated Backups - UpDraft+

UpDraft+ is a free back-up plugin that can be configured to automate retention requirements and have copies emailed to your IT team. NOTE – Crons may cause high usage on low-end hosting plans. <https://wordpress.org/plugins/updraftplus/>

Restrict User Access - WP Admin No Show

WP Admin No Show is a plugin that keeps end-users out of the back-end of your tool and restricts the ability to change configuration settings.

<https://wordpress.org/plugins/wp-admin-no-show/>

Restrict User Access - Hide Admin Bar

Hide Admin Bar is a plugin to remove the admin bar from front-end view. This is very useful if you are installing 3rd party plugins that may not have embedded access control. <https://wordpress.org/plugins/hide-admin-bar/>

Page Caching - WP Super Cache

WP Super Cache is a plugin that stores static copies of your pages to reduce resource requirements. <https://wordpress.org/plugins/wp-super-cache/>

Custom Log-In Screen

Customer Log-In is a free plugin that allows you to design your own custom splash page for end-users logging in.

<https://wordpress.org/plugins/wp-custom-login-page-logo/>

Nested Groups (Hierarchy)

Nest groups inside of your installation, and set custom taxonomies for your hierarchy (i.e.; parent/child, parent/sub, etc...)

<https://github.com/dcavins/hierarchical-groups-for-bp>

Block Words/Phrases - WP Content Filter

<https://wordpress.org/plugins/wp-content-filter/>

Easily install Google Analytics - WP MonsterInsights

Requires set-up or creation of Google administrator account.

<https://wordpress.org/plugins/google-analytics-for-wordpress/>

Automated Search Engine Optimization

<https://wordpress.org/plugins/wordpress-seo/>

1-Click SSL - Really Simple SSL

ONLY if you install an SSL certificate.

<https://wordpress.org/plugins/really-simple-ssl/>

Universal Community Planning Tool (UCPT)

Source Code Reference

About the UCPT Source Code Reference

Developer Notes

The source code reference is provided for developers and curious minds to explore the UCPT code base and develop/extend the code templates for customized use and to proliferate health planning/population health advancements.

This code has been designed for novice comprehension and reproducibility as a starting base for population health-based digital collaboratives.

Best practices for developer-driven instances would recommend removing bundled styles in favor of external stylesheets, setting default php parameters for objects (i.e.; null or specified values, depending on mapped user flow), and a variety of other optimization-based alterations. Additionally, some elements are styled for a line-of-best-fit with Gutenberg compatible WordPress themes (i.e.; text headings to 100+%). This is a general style that can be customized for your installation, and we recommend specifying specific values for developer-driven instances that do not utilize default Gutenberg compatible themes.

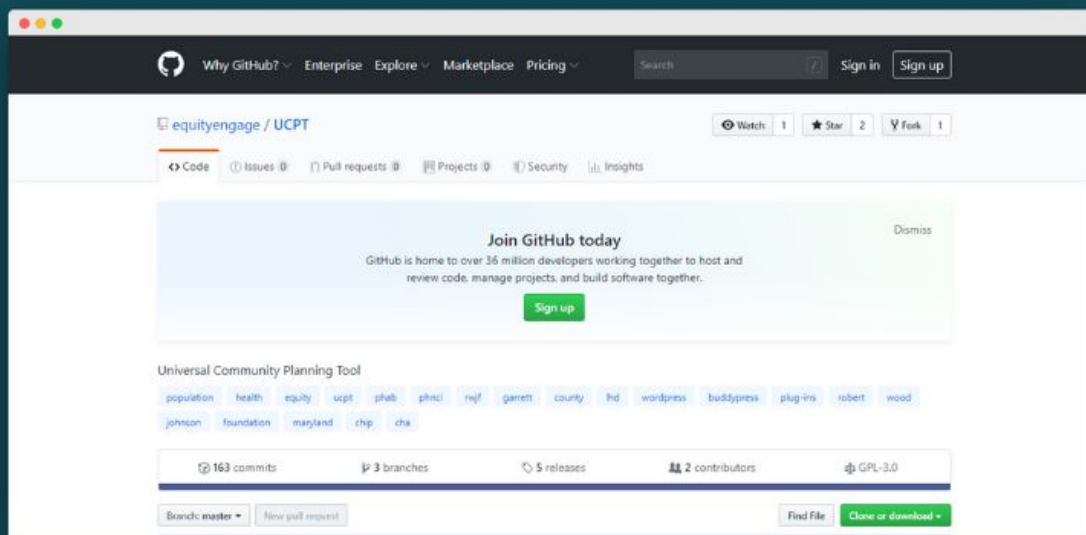
In developer-driven instances, we'd recommend reviewing these concepts to improve performance and ensure the highest quality flow of parameters once your architecture design is completed and you have fully mapped your user flow.

Explore the UCPT source code at bit.ly/buildmyUCPT.

Download the Latest UCPT v10.1 on GitHub at <http://bit.ly/buildmyUCPT>

Produced by the Garrett County Health Department; Garrett County, Maryland.

This Universal Community Planning Tool (UCPT) User Guide was produced with a grant from the Public Health National Center for Innovations, through their grant from the Robert Wood Johnson Foundation.



Sources

References and Resources

Official UCPT GitHub Page

Access the UCPT code templates and resources.

<https://github.com/equityengage/UCPT>

MyGarrettCounty.com

The pilot project that inspired the open source UCPT project.

<https://mygarrettcounty.com/>

EquityEngage.com

UCPT replication grant learning community and early development portal.

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<https://allin.healthdoers.org/innovative-strategies-for-engaging-residents-in-community-health-improvement-planning/>

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<http://www.countyhealthrankings.org/learn-from-others/webinars/innovation-in-public-health-a-collaborative-planning-tool-for-increasing-equity-and-community>

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Digital Platform Engages Local Communities and Addresses Public Health Concerns

Early development article on PHNCI website.

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Project replication announcement.

<https://phnci.org/journal/phnci-innovation-replication-grant-program>

Replicating a Digital Community Engagement Innovation

Findings from early adopters of the UCPT.

<https://phnci.org/journal/replicating-a-digital-community-engagement-innovation>

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Garrett County, Md. wins RWJF's Culture of Health Prize

<https://www.naco.org/articles/garrett-county-md-wins-rwjf%E2%80%99s-culture-health-prize>

Garrett County Health Department Receives National Award and Recognition for Innovative Practice to Improve Health Equity and Stakeholder Engagement

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<https://garretthealth.org/garrett-county-team-wins-maryland-rural-health-achievement-award/>

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<https://phnci.org/resources/innovation-learning-community-case-studies>

Partnering With Residents

<http://www.countyhealthrankings.org/take-action-to-improve-health/learning-guides/partnering-with-residents>

What is Health Equity?

<https://www.rwjf.org/en/library/research/2017/05/what-is-health-equity-.html>