

## Attachment A

### DVOP Outreach Plan Template

#### Example

Internal:

Target Audience	<i>Non-JVSG Career Center Staff</i>
Partner	<i>MassHire Career Center</i>
Action Items	<i>Ensure non-JVSG staff are aware of Veteran referral process</i>
Frequency/Date	<i>Quarterly</i>

Target Audience	
Partner	
Action Items	
Frequency/Date	

External:

Target Audience	<i>VSO</i>
Partner	<i>Cambridge Veteran Service Office in Cambridge</i>
Action Items	<i>Connect in-person or via email or phone to share information on MassHire Veteran Services</i>
Frequency/Date	<i>Bi-weekly</i>

Target Audience	
Partner	
Action Items	
Frequency/Date	

DVOP Signature/Date \_\_\_\_\_

Manager/Supervisor/Date \_\_\_\_\_