

Steps you need to take to declare a commitment to Making it Real

1. Register your organisation

"We are getting ready to Make a Declaration". [Register your organisation](#) and the name of your Making it Real lead.

2. Make a board level declaration

Make a board level declaration confirming that your organisation supports the move towards Making it Real. Ensure that the declaration is co-produced with people who use services and carers.

3. Making it Real 'I' statements

Internally identify, through discussions with people who use services, carers and citizens* and your local workforce, where your organisation is in relation to the [Making it Real 'I' statements \(opens new window\)](#).

4. Develop a Making it Real action plan

- Identify the gaps and challenges your organisation will need to address, to support the outcomes identified in Making it Real.
- Develop a Making it Real action plan confirming what actions your organisation has agreed to take.

5. Share your action plan

Share your action plan publicly through your local websites and communication networks or on this website

6. Identify 3 priority areas

On the basis of your Making it Real action plan, identify 3 priority areas you will share via the TLAP website.

7. Add the 3 Making it Real priority areas

Add the 3 Making it Real priority areas to the TLAP website.

8. Download the TLAP Making it Real kitemark

Download the TLAP Making it Real kitemark.

9. Display the TLAP Making it Real kitemark

Display the TLAP Making it Real kitemark on your local websites to confirm you are part of Making it Real

10. Put a report on your local website

After 6 months, **put a report on your local website** to confirm how much progress you have made against your Making it Real action plan. Identify what still needs to be done and how this will be achieved.

11. Upload an update

Upload an update on how much progress you have made against your top 3 priorities.

12. Upload a short summary of a successful initiative

Upload a short summary of a successful initiative which others can learn from

13. Repeat these steps every 6 months

*It is important that people who use services, carers and citizens co-produce each stage of Making it Real action plans and that co-production is visibly demonstrated in reports provided.