

# Action Plan

Date:

Organization:

Plan created by:  
(include key contributors)

Goal: Over the course of the coming year, what are the changes that we are aiming to achieve?

What are the measurable changes we will make to achieve the bigger goal? (Objectives)	Who do we want to reach? (Target audiences)	Which strategies will we use to help us reach our goal? These may be existing or new strategies. (Strategies) CHECK: Do the strategies fit the outcomes?	When and where will the strategy take place? Who is responsible for the strategy? What resources do we need?	Expected Results		Record the actual changes that happened. What did we accomplish? What worked well? What can be improved? (Actual results and reflections)
				Why are we doing this? What changes do we want to see? (Outcomes) CHECK: Do the outcomes fit the strategies?	How will we measure these changes? (Indicators)	