

Action Plan Template

Strategic Priority:			
Goal:			
Strategies:			
Outcome Objective(s):			
Impact Objective(s):			
Process Objective(s):			
Tasks/Action Steps <i>What will be done?</i>	Responsibilities <i>Who will do it?</i>	Resources <i>Funding/time/people/materials</i>	Timeline <i>By when? Month/day/yr</i>
1.	1.	1.	1.
2.	2.	2.	2.
3.	3.	3.	3.
4.	4.	4.	4.
5.	5.	5.	5.
Evidence of Success <i>(How will you know that you are making progress? What are your benchmarks?)</i>			
Evaluation Process <i>(How will you determine that the goal has been reached? What are your measures?)</i>			