











## ACTION PLANNING!

<p>GOAL:</p> 	<p>What do we want to accomplish? By when?</p>
<p>SUCCESS:</p> 	<p>What does victory look like? Feel like? Sound like?</p>
<p>REALITY CHECK:</p> 	<p>Where are we now?          What are our strengths? What are we good at?          What are our weaknesses? What don't we do well?          What are our opportunities? Who and what can help us?          What are threats? What might get in our way?</p>
<p>COMMITMENT:</p> 	<p>Given our strengths and weaknesses and what's going on around us, what are we committed to do? What do we think is possible to do?</p>
<p>ACTION STEPS:</p> 	<p>Think about all the things that we need to do.          List concrete activities.</p>
<p>CLUSTER:</p> 	<p>Organize activities by commonalities. Where are the connections?          Give clusters a name.</p>
<p>WORK TEAMS:</p> 	<p>Create work teams: Identify volunteers who want to work on each cluster.</p>
<p>TIME TABLE:</p> 	<p>Each team will think about a start up event and additional steps; then organize action steps in a time sequence. What needs to be done first? Identify success: How do you know you succeeded?</p>
<p>COORDINATION:</p> 	<p>The action teams bring their time tables together. Review it all: Does it make sense? Where do we need to coordinate?           Discuss how you make decisions. Do work teams meet? How do the teams communicate? Budget?</p>
<p>AFFIRM AND CELEBRATE!</p> 	<p>Review process and celebrate everybody's involvement. Affirm commitment by creating a catchy slogan or visual.  <b>GET STARTED!</b></p>