



3. To get a “bird’s-eye” view of the strategic planning components you are prepared to undertake, check each of the topics you will need to address in the box below.

<b>Strategic Planning Components Required (check all that apply)</b>	
<input type="checkbox"/> <b>Workbook 1: What Do We Do Now?</b>	<input type="checkbox"/> <b>Workbook 2: What Shapes Our Future?</b>
<input type="checkbox"/> Organizational Goals and Objectives	<input type="checkbox"/> Assessing Your Stakeholders
<input type="checkbox"/> Organizational Program and Activities	<input type="checkbox"/> Forces Shaping Your Future
<input type="checkbox"/> Communications and Committees	<input type="checkbox"/> Strengths, Weaknesses, Opportunities, Threats
<input type="checkbox"/> <b>Workbook 3: What Are We Going to Do?</b>	<input type="checkbox"/> <b>Workbook 4: Making It Happen</b>
<input type="checkbox"/> Developing a Vision and Mission	<input type="checkbox"/> Creating an Implementation Plan
<input type="checkbox"/> Developing Goals and Objectives	<input type="checkbox"/> Developing Your Action Plan
<input type="checkbox"/> Matching Goals to Structure	<input type="checkbox"/> Establishing an Evaluation Plan
	<input type="checkbox"/> Ensuring Continuation

4. Overall time frame

Start

Finish

5. List members of the planning committee

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6. Contact person

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7. Stakeholder groups that will be involved

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8. Approximate number, dates, and times of meetings required

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9. Location(s) of meetings

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10. Individuals or committee responsible for compiling discussion results and developing report

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11. Will an internal or external facilitator be required?

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Facilitator's name:

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12. Whose responsibility will it be to ensure the plan is implemented?

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