

Action Plan Worksheet

Directions: Each group will use this form to make a rough Action Plan draft. After your group completes this worksheet, a more detailed or formal plan of action should be prepared for presentation.

Local Need:

Organization that identified the Need:

Address:

Phone:

Web site:

What can we do to help?	How will we do this? List steps in order, first to last.	Who is responsible for taking each step?	How will we measure progress to accomplish each step?

