

## **Action Plan**

What I/We Want to Accomplish:	
Why this is Important:	
To be Accomplished by/	
Goal/Project Requirements	
Financial	Time/Energy
People	Skills/Knowledge
Supporters/Sabotagers	
Who will support this goal or project?	Who might sabotage this goal or project?
How will support be gained?	How will the risk of sabotage be minimized?
Potential Challenges or Negative Consequences	
What are potential challenges to this goal/project? How might they be minimized?	
Constraints	
Financial	Time/Energy
People	Other
Action Requirements	
Steps to Get Started  1.  2.  3.  4.  5.	Tasks To Be Completed By
Accountability	
Would you like to be held accountable for above goals/actions?	Do you have a preference in how you want to be held accountable?