

ACTION PLAN

(An action plan provides the opportunity to turn your dreams into reality. Identify three areas of concern for your organization's sustainability and then outline the strategies and action steps you will use to meet your long-term goals and short-term objectives.)

Name of Organization: _____ Today's Date: _____ Potential Partners: _____

Seven Components of Organizational Sustainability (Volunteers are divided out as an eighth component for purposes of this action plan)

COMPONENTS OF ORGANIZATIONAL SUSTAINABILITY <i>What is your greatest need? Rate by priority from 1 (most need) to 8</i>	ACTION STEPS <i>What needs to be done?</i>	BY WHOM <i>Who is responsible?</i>	BY WHEN <i>Date to complete?</i>	REOURCES & SUPPORT AVAILABLE <i>What's in place?</i>	RESOURCES & SUPPORT NEEDED <i>What do we need?</i>	POTENTIAL BARRIERS <i>Internal/External</i>	COMMUNICATION PLAN FOR IMPLEMENTATION <i>Who or what organizations need to be involved in this process?</i>
Identity/Image Priority # ____	1. 2. 3.						
Strategic Plan Priority # ____	1. 2. 3.						
Annual Plan Priority # ____	1. 2. 3.						
Systems Administration Priority # ____	1. 2. 3.						
Fund Raising Plan Priority # ____	1. 2. 3.						
Board Development Plan Priority # ____	1. 2. 3.						
Organizational Culture And Staff Development Priority # ____	1. 2. 3.						
Volunteers Priority # ____	1. 2. 3.						

Adapted from the Community Toolbox Strategic Planning Guide from the University of Kansas