

7. ACTION PLAN # 1 TEMPLATE

SVP and **[Design Partner]** have been working together to over the last few weeks to develop an understanding of their key areas of engagement in order to scale the impact of **[org name]**'s work in **[short description of org's area of work]**.

This Action Plan details the Annual and Quarterly Plan of deliverables that are important to achieve the objectives of the engagement.

Time Frame: **[Start Date - End Date]**

Deliverable 1: **[Name of the Deliverable]**

Objective:	Expected Outcomes:
Description of the Activities:	Timeline:
Resources Required:	Roles & Responsibilities:
Baseline Data for the Deliverable:	Changes from the previous plan:

Deliverable 2: [Name of the Deliverable]

Objective:	Expected Outcomes:
Description of the Activities:	Timeline:
Resources Required:	Roles & Responsibilities:
Baseline Data for the Deliverable:	Changes from the previous plan:

Deliverable 3: [Name of the Deliverable]

Objective:	Expected Outcomes:
Description of the Activities:	Timeline:
Resources Required:	Roles & Responsibilities:

Baseline Data for the Deliverable:	Changes from the previous plan:

Annual Action Plan

Quarter 1	Quarter 2	Quarter 3	Quarter 4
Deliverable 1	Deliverable 1 Deliverable 2	Deliverable 1 Deliverable 3	Deliverable 3