

PLANNING CHART

GOAL: _____

SUCCESS INDICATORS (HOW WILL YOU DEFINE SUCCESS? WHAT WILL BE DIFFERENT – WHAT WILL BE THE OUTCOME - IF YOU SUCCESSFULLY ACCOMPLISH YOUR GOAL?)	ACTION STEPS (WHAT STEPS MUST BE TAKEN TO ACCOMPLISH YOUR GOAL? BE VERY SPECIFIC. INCLUDE EVERYTHING NO MATTER HOW OBVIOUS.)	SEQUENCE (WHAT MUST BE DONE FIRST, SECOND, THIRD?)	TIMELINE (WHEN MUST YOU START EACH STEP? WHEN MUST YOU BE DONE IF YOU ARE TO REMAIN ON TARGET?)	INDIVIDUALS RESPONSIBLE (WHO WILL MANAGE THE PROJECT/BE ACCOUNTABLE FOR IT?)	RESOURCES REQUIRED (WHAT WILL YOU NEED IN TERMS OF MONEY, SUPPLIES, PEOPLE, PERMITS, etc. IN ORDER TO ACCOMPLISH EACH STEP?)