

Work Plan

ORGANIZATION NAME: _____

PROJECT NAME: _____

VISION

Defines the challenge at hand and the purpose and meaning of the entire plan.

RESOURCES

What do you need to have or develop before the action can occur? Be specific and consider people, training, supplies, technology, and equipment.

ACTION

What activities need to happen? Add how many, with whom, and when, but resist the temptation to describe how they will happen.

YIELD

Quantifiable results of the action (also known as “outputs”) to answer how many, what percentage, or how much.

INITIAL IMPACT

Short-term results that indicate what is different as result of this endeavor, often appearing as changes in knowledge, skills, abilities, attitude, behavior, or decision-making.

SUSTAINED OUTCOME

Longer-term, lasting results that follow more immediate and tangible changes. These impacts often address deeper roots of the challenge at hand and reveal changes in economic, physical, social, or political condition.