



## **ACTION PLANNING WORKSHEET**

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### **Define Your Goal**

- 1.** What is the goal of your project? State as simply as possible.
  
- 2.** What mosts excites you about this project?
  
- 3.** Make a list or a map of the many stakeholders who affect this issue.

### **Engaging your CORE**

- 4.** When you think about your issue, and all the challenges you might have in addressing it, what is everything beyond your control? What things can you NOT control?
  
- 5.** Of the things that you COULD potentially influence related to the issue, what are the two most important?
  
- 6.** What is the *worst* thing that could happen if you started working on this issue?
  
- 7.** If you allowed yourself to think outrageously, what is the *best* thing that could happen?

### **Engaging your CORE**

- 8.** What things can we do to maximize the potential benefit of the situation/issue?
  
- 9.** What things can we do to minimize the potential downside of the situation/issue?
  
- 10.** What do you *want* life to look like on the other side of this issue/challenge?
  
- 11.** What can we do to get to that other side as quickly and completely as possible? (List ideas.)

### **Your Action Plan**

- 12.** Which action will you take first related to your issue? How will you do it?
  
- 13.** When will you complete this first action?
  
- 14.** What is your most likely obstacle and how will you deal with it?
  
- 15.** If this first action fails or falls short, then what?



