

## PLAN FOR SUCCESS — KEY INITIATIVE ANNUAL PLAN: PART 1 OF 3

WHAT IS THE OBJECTIVE OF THE KEY INITIATIVE?	
KEY INITIATIVE NAME:	
OBJECTIVE — DESCRIBE THE OUTCOME OF THE KEY INITIATIVE IN A FEW SENTENCES:	
	4
KEY RESULTS — WHAT ARE THE MEASUREABLE DELIVERABLES FOR THE KEY INITIATIVE?	
1.	
2. 3.	
3. 4.	
5.	
2.)	
WHO ARE THE TEAM MEMBERS RESPONSIBLE FOR THE KEY	INITIATIVE?
OWNER:	
WHO ARE THE TEAM MEMBERS?	WHEN, WHERE & HOW OFTEN WILL THE TEAM MEET?
WHAT INTERNAL OR EXTERNAL RESOURCES/BUDGET ARE REQUIRED? AND WHO IS R	ESPONSIBLE FOR ACQUIRING THEM?
DESCRIPTION OF RESOURCE OR BUDGET NEEDED:	OWNER:
1.	
2.	



3.4.5.6.

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## PLAN FOR SUCCESS — KEY INITIATIVE ANNUAL PLAN: PART 2 OF 3

4.		
BUILD THE QUARTERLY PLAN TO ACCOMPLISH THE KEY INITIATIVE		
QUARTER 1 PRIORITIES:	NOTES:	
1.		
2.		
3.		
QUARTER 2 PRIORITIES:	NOTES:	
1.		
2.		
3.		
QUARTER 3 PRIORITIES:	NOTES:	
1.		
2.		
3.		
QUARTER 4 PRIORITIES:	NOTES:	
1.		
2.		
3.		



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## PLAN FOR SUCCESS — KEY INITIATIVE ANNUAL PLAN: PART 3 OF 3

WHAT ARE THE POTENTIAL OBSTACLES AND RISKS THAT WOULD PREVENT YOU FROM COMPLETING THE KEY INITIATIVE?		
OBSTACLE OR RISK:		WHAT IS THE CONTINGENCY PLAN TO OVERCOME THE OBSTACLE OR RISK?
 i.		
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