

WORKPLAN

GOAL: _____

TASK/STRATEGIES	RESPONSIBILITIES	TIME LINE	RESOURCES (\$ IF NEEDED)
1.	1.	1.	
2.	2.	2.	
3.	3.	3.	
4.	4.	4.	
#’s can continue as needed →			

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These are the “steps” for accomplishing the Goal.

The “How are we going to get it done, and in what order.”

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This is the accountability. For every task either a person, a committee, the City or the full Board should be assigned the task.

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This can be both when the task begins, and also when it should be completed.

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If dollars are needed to accomplish a task – How much and where will we get them.