

# *Project Workplan*

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PARTICIPANT'S WORKBOOK

# 1. PROJECT COMPONENT

Write in the name of the component.

<b>P R E S E N T</b>	<b>A D V A N T A G E S</b>	<b>L I M I T S</b>
	<p><b>2. STRENGTHS</b></p> <p>In implementing this component at this time, we have the following strengths:</p>	<p><b>3. WEAKNESSES</b></p> <p>In implementing this component at this time, we have the following weaknesses:</p>

<b>F U T U R E</b>	<p><b>4. BENEFITS</b></p> <p>in the future of implementing this component are:</p>	<p><b>5. DANGERS</b></p> <p>in the future of implementing this component are:</p>
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# 6. POSSIBLE ACCOMPLISHMENTS

Brainstorm possible accomplishments for this time period that build on the advantages and acknowledge the limits.

# 7. MEASURABLE ACCOMPLISHMENT (MILESTONE)

Choose an accomplishment which

- is catalytic
- is realistic
- will have a substantial impact
- will inspire commitment and action.

Taking all the above into consideration, we are committed to the following measurable accomplishment by \_\_\_\_\_(date)

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## **8. PROJECT COMPONENT**

Write the name of the component on this line.

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## **9. MEASURABLE ACCOMPLISHMENT (MILESTONE)**

Write the measurable accomplishment that you are committed to on this line (from step 7).

### **10. SPECIFIC ACTIONS**

List the specific actions needed to complete the measurable accomplishment (milestone) indicated above.

11. If there are more than ten actions listed in step 10 organize them into clusters that are similar in their action focus. Each cluster should represent a distinct action step.
12. Number the actions in each cluster in the sequence that you will do them.

### **13. IMAGE/SLOGAN**

Create a motivating image or slogan for this action campaign

