

Date:

<u>Team Name:</u>					
<u>Vision Statement:</u>					
<u>Objective/Goal:</u>					
<u>Action Steps</u> What are specific actions we need to take?	<u>Resources Needed</u> What do we need to complete this step?	<u>Responsible Person</u> Who should take action to complete this step?	<u>Potential Challenges</u> Are there any potential obstacles and how will you address them?	<u>Deadline</u> When should this step be completed?	<u>Results</u> What will be the anticipated end result of the Action Step?
<u>Notes:</u>					