Graphical user interface, website

Description automatically generated

**Road Map Planning Worksheet**

**Part 2**

**Action Planning for Individuals or Departments**

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| --- |
| Name of Person or Department: |
| Mission Statement: |

**Individual or Department Action Plan**

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| **Review Dates** | **Progress Assessment** |
| Plan creation |  |
| 3-month Review |  |
| 6-month Review |  |
| 9-month Review |  |
| Completion |  |

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| Goal \_\_: (Enter Goal) | | | | |
| Our Objective, Action or Project | | | | |
| Lead  Team Members | | | | |
| Actions | Start date | End date | Notes | Status |
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| Outcomes | | | | |

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