



Strategic Planning Implementation – You Have the Plan - Now What?

By Michael Daily, Executive Director

- If you do not have this reduced to an action plan with a timeline, goals and responsibilities – that is first
- If you have not made financial projections to validate the plan, do that, and revise the plan as needed
- For a larger organization, communication with the staff is critical. Begin with a staff presentation. Make the Strategic Plan a part of staff meetings going forward
- Put the Strategic Plan goals in the Executive Director’s annual work plans to the extent applicable and make that be a factor in compensation
- Have the Executive Director put the appropriate goals in work plans for his direct reports and continue this down the organization
- Put the Strategic Plan implementation in the board’s annual evaluation
- Use a Dashboard to keep track of the plan
- Review progress at the board level at least quarterly
- Review the plan annually and revise as necessary
- Be aware of dependencies within the plan – if one initiative is lagging – do we need to revise other parts?

SAMPLE ACTION PLAN FORMAT

Strategic Goals

Goal 1

Action	
Description	<ul style="list-style-type: none">•••
Responsibility	<ul style="list-style-type: none">••
Resource Needs	
Expected Outcomes	
Target Date	



Action	
Description	<ul style="list-style-type: none">•••
Responsibility	<ul style="list-style-type: none">••
Resource Needs	
Expected Outcomes	
Target Date	

Goal 2

Action	
Description	<ul style="list-style-type: none">•••
Responsibility	<ul style="list-style-type: none">••
Resource Needs	
Expected Outcomes	
Target Date	

Goal 3

Action	
Description	<ul style="list-style-type: none">•••
Responsibility	<ul style="list-style-type: none">••
Resource Needs	
Expected Outcomes	
Target Date	