Logo, company name

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**Strategic Planning Worksheet**

**PROBLEM AND PROPOSED SOLUTION**

1. **Problem Identification**

* What is the issue you are trying to solve?
* Why is this a priority?

1. **Proposed Solution**

* What are your must haves?
* What are your wants?
* What are your “need to avoids”?

Develop your clear action statement.

1. **Building Your Network**

Who needs to be on the Internal Planning Team?

|  |  |  |
| --- | --- | --- |
| Name | Role | Email Address |
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*Add more rows as needed.*

Who/what are the External Partnerships that are needed to achieve desired outcome?

|  |  |  |
| --- | --- | --- |
| Name | Role/Organization | Email Address |
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*Add more rows as needed.*

What strategies will be used to engage identified partners?

How will your team determine what information needs to be shared?

1. **Communication Plan**

* How will your team determine what information needs to be shared?
* How will the information be shared?

**5. Political Environment**

* Who has a decision-making role regarding the change?
* What are the current dynamics in the state including competing priorities and budgetary issues?
* Will you need legislation to implement the desired change?

1. **Data:** What is the data that you think you will need to accomplish your desired outcome?

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| --- | --- | --- |
| **Data Element** | **Purpose** | **Location** |
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*Add more rows as needed.*