

Action Plan Outline

Goals (What do you want to happen?)	Action Steps (How will it happen?)	Benefits (What positive outcomes do you expect?)	Evaluation (How will you know when it is complete?)	Assigned To: (Who will do this?)	Timeline: (When will it be completed?)

Adapted from Oregon Head Start Collaboration Project

Action Plan Outline (Continued)

Resources Needed	Cost	Additional Community Contacts

Adapted from Oregon Head Start Collaboration Project