Action plan template

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Goals for organisational strengthening** | | | | | | |
| [Text] | | | | | | |
| **Objectives and corresponding actions per objective** | | | | | | |
| **Objective 1:** | | | | | | |
| **Activities** | **Results expected** | **Person responsible** | **Timeline** | **Goals achieved & measures of success** | **Means of verification – what will tell us that a goal has been achieved** | **Comments/ additional info** |
| Activity 1 | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |
| Activity 2 | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |
| Etc. | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |
| **Objective 2:** | | | | | | |
| **Activities** | **Results expected** | **Person responsible** | **Timeline** | **Goals achieved & measures of success** | **Means of verification – what will tell us that a goal has been achieved** | **Comments/ additional info** |
| Activity 1 | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |
| Activity 2 | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |
| Etc. | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |
| **Objective 3:** | | | | | | |
| **Activities** | **Results expected** | **Person responsible** | **Timeline** | **Goals achieved & measures of success** | **Means of verification – what will tell us that a goal has been achieved** | **Comments/ additional info** |
| Activity 1 | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |
| Activity 2 | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |
| Etc. | [Text] | [Text] | [Text] | [Text] | [Text] | [Text] |

[You may add rows as needed]