

Action Project Proposal

Name: _____ Date: _____

Group Members:	
What is the need you want to meet? Identify the problem you are planning to solve or the situation you are hoping to improve.	
Why do you want to take action about this? Why is this important to you? Why is it important to the community?	
What is the main goal of your action plan? How is your goal SMART? (Specific, Measurable, Attainable, Reasonable, and Time-bound) Give a general overview of your action plan.	

Name: _____ Date: _____

Group Members:	
What steps will you take to enact your plan? Give the detailed steps of your plan.	<ol style="list-style-type: none">1.2.3.4.5.6.7.8.
How will you delegate tasks between your team members?	

Name: _____ Date: _____

Group Members:	
Create a time line. Note the days that you expect to complete each step.	
What problems do you expect to encounter as you carry out your plan? What can you do now to prepare for those obstacles?	
What resources are required for your action project? Note what people, materials, or money you will need. How can you get these resources? Are they easily accessible?	