**Project Planning**

**Instructions:** Use this worksheet to determine the details of your project and begin to draft a plan for implementing your solution.

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**1 THIS IS WHAT THE PROJECT IS:**

- What interventions will need to be implemented?
- Who will be responsible for leading this project?
- How will this concept be implemented and/or disseminated?
- How much will it cost?
- What other resources are needed?
- When will it launch?

**2 THIS IS HOW THE PROJECT WILL BE IMPLEMENTED:**

- What needs to stop happening?
- What needs to start happening?
- Which stakeholders need to participate?
- Who needs to be convinced that this idea is good?
- What plans need to be made before this is launched?

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**3 THIS IS WHY THIS PROJECT SHOULD BE IMPLEMENTED:**

- What is being changed or created?
- How might behaviors look different if the goals are achieved?
- How might emotions look different if the goals are achieved?
- How will we know if it was successful?
- What will we measure?