

Project Planning

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

REFINE
YOUR IDEAPROJECT
PLANNINGPROJECT
PLANNING
TIMELINE

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?

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?