

# ACTION PLANNING APPLICATION TOOL



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## Examine the perspective of each stakeholder.

- How might this work impact them in the big picture? In their day-to-day work?
- Will they find this change an improvement or an impediment?
- Who might support this project?
- Who might work against it?
- How might we frame the change most effectively to accommodate each group?

## Examine your resources.

- What financial, physical, or material resources are available?
- Which resources will need to be generated?
- Who has expertise?
- What human resources exist?

## Consider the impact on goals for diversity, inclusion, and equity.

- How does this project support them?
- What changes might be made to support these goals more directly?

## Examine your beliefs.

- With which "big picture" beliefs might this work align?
- With which does it conflict?
- Which formal and informal policies must be upheld or altered?
- How might the work better accommodate these elements?

## Examine prior actions.

- What actions have you or others already tried?
- What were the results?