**ACTION STEPS WORKSHEET**

President-Elect Name:

Club Name: Date:



To help my Club continue to grow and thrive, I propose the following action steps for 2022 aligned with the RI Strategic Plan Action Steps.

*(NOTE: an “action step” might be anything from a service project to a bylaws modification to the sponsorship of another Club. Your Club has unique opportunities!) Suggest 3-5 action steps for 2022.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Action Step** | **Anticipated Outcome** | **Measurement** | **Needed Resources** | **Timeline** | **Responsible Party** |
| **1.** |  |  |  |  |  |
|  |  |  |  |  |  |
| **2.** |  |  |  |  |  |
|  |  |  |  |  |  |
| **3.** |  |  |  |  |  |
|  |  |  |  |  |  |
| **4.** |  |  |  |  |  |
|  |  |  |  |  |  |
| **5.** |  |  |  |  |  |
|  |  |  |  |  |  |

As planning evolves, consider:

how your action steps align with the RI Action Plan steps:

increase impact, expand our reach, enhance participant engagement, increase adaptability

And how your action steps align with the 4-Way Test:

fair to all, build good will and better friendships, be beneficial to all concerned