



Idaho PDG Strategic Planning Worksheet

Use this short worksheet to support your collaborative as you translate your needs assessment findings into a local Strategic Action Plan. To help you envision this part of the work, think about taking a trip.

GOALS

This worksheet can help your collaborative as you prepare to write your local Strategic Action Plan (for guidance on what the final Plan should contain, review the Guidebook). As you think about strategic planning, imagine you are taking a trip.

EARLY LEARNING EXAMPLE:

By 2022, increase capacity (number of spaces available) by 20% in quality early learning programs serving children from birth through five years of age.

1. _____

2. _____

3. _____

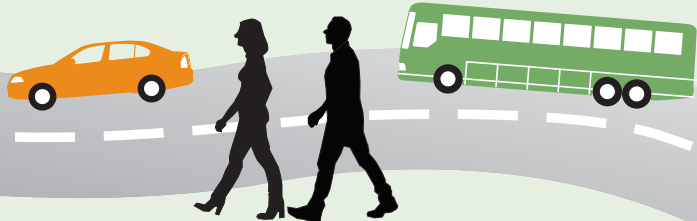
Remember to write SMART goals
(see the Guidebook for details)!

Are your goals:

- Specific
- Measurable
- Achievable
- Relevant
- Timed

STRATEGIES

Strategies are how you will get to your destination. In the travel example, this would be driving a car, taking a bus, flying on a plane, or walking. You will likely have 2–4 strategies for each goal.



EARLY LEARNING EXAMPLE:

To increase program capacity, strategies might include 1) **fundraising** (to pay for additional classrooms/teachers), and 2) **professional development** (to increase the quality of existing programs and to reduce staff turnover).

Goal 1 Strategies:

- 1. _____
- _____
- 2. _____
- _____
- 3. _____
- _____

Goal 2 Strategies:

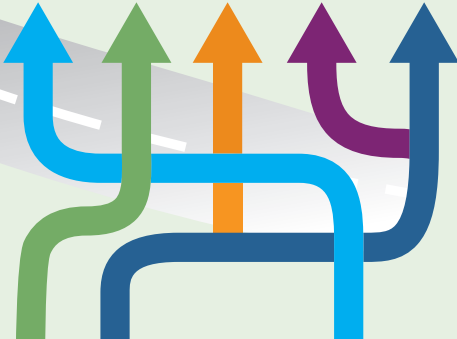
- 1. _____
- _____
- 2. _____
- _____
- 3. _____
- _____

Goal 3 Strategies:

- 1. _____
- _____
- 2. _____
- _____
- 3. _____
- _____

TACTICS

Tactics are the turn-by-turn directions that get you to your destination using the mode of transportation you've selected (the strategy). Tactics are often also called actions, activities, or tasks. Use the table on page 3 to capture your tactics (Actions/Tasks) as well as the person responsible and when the activity should be completed. This is your Action Plan.



EARLY LEARNING EXAMPLE:

If fundraising is your strategy to increase program capacity, tactics might include making a list of all local fundraising targets and developing a one-pager about the business case for early learning that will support your funding ask.

