

ORGANIZATION NAME

Sample Action Plan

Objective	Person(s) Responsible	Date to Begin	Target Completion Date	Resources Required	Potential Challenges	Outcome/Results
Identify an individual or committee to coordinate sharing of films and trainings	Mary smith	November 1, 2020	November 30, 2020		Best people are already stretched. COVID stress	
Survey staff who have seen Resilience	John Brown					
Reserve film for screenings						