

Current State:

Action Steps What will be done?	Responsibilities Who will do it?	Timeline By When? (Day/Month)	Resources A. Resources available B. Resources needed	Potential Barriers A. What are they? B. How?	Communication Plan What is involved? What methods? How often?
STEP 1:			A. B.		
STEP 2:			A. B.	A. B.	
STEP 3:			A. B. C. D.	A. B.	
STEP 4:			A. B.	A. B.	

STEP 5:			A. B.	A. B.	
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Desired State