Annual Plan Template

*It is important to remember that every association’s annual plan is different so do not be afraid to deviate from the template.*

# Chapter 1: [Policy point 1]

[Introduction + problem context]

*Goal: […]*

Actions:

1. *[…]*
2. *[…]*

*Subgoal 1: […]*

Actions:

1. *[…]*
2. *[…]*

*Subgoal 2: […]*

Actions:

1. *[…]*
2. *[…]*

[Optional, you could also leave this out but write it down for yourself] Indicators:

We have achieved this policy point if:

1. *[…]*
2. *[…]*

# Chapter 2: [Policy point 2]

[Introduction + problem context]

*Goal: […]*

Actions:

1. *[…]*
2. *[…]*

*Subgoal 1: […]*

Actions:

1. *[…]*
2. *[…]*

*Subgoal 2: […]*

Actions:

1. *[…]*
2. *[…]*

[Optional, you could also leave this out but write it down for yourself] Indicators:

We have achieved this policy point if:

1. *[…]*
2. *[…]*