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| **How to teach strategic planning to school district and vocational rehabilitation staff.** |
| **Goal: Given a strategic planning form, the participants will complete the 6 sections of the form, with a score of 24 on the form rubric, by the end of the workshop.** |
| **Specific Goal Related Activities** | **Person Responsible** | **Timeframe** |
|  1. Develop “Strategic Plan Form” and rubric for measurement 2. Develop presentation for completing the form 3. Give presentation 4. Monitor participants as they complete plans5. Collect and review plans6. Email all plans to each participant   | 1. Alison
2. Alison, Nanna, Bruce
3. Alison
4. Alison, Nanna, Bruce
5. Alison, Nanna, Bruce
6. Alison, Nanna, Bruce
7. Al
 | 1. April
2. May
3. Sept.
4. Sept.
5. Sept-Oct.
6. Oct.
 |
| **Outputs/Products** | **Expected Outcomes** |
| 1. Strategic Plan Form
2. Form rubric
3. PowerPoint presentation
4. Completed plans
5. Dissemination of plans
 | 1. Participants will understand how to fill out the Strategic Plan Sheet.
2. Participants will be able to write a plan that assures the expected outcomes are met.
3. Participants will execute their plan.
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