**IMPLEMENTATION PLAN TEMPLATE**

**INITIATIVE/EVENT/PROJECT NAME**

Project Start Date: Project End Date:

**Key goals:**

1.
2.
3.

**Team:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Action Description** | **Responsible Person** | **Start Date** | **Due Date** | **Resources Req’d** | **Notes** |
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