

Sample Action Plan

Cancer Plan Objective: #68 Develop a comprehensive survivorship program to support cancer survivors and address issues facing them

Objective: Increase Education and awareness of cancer survivorship

Action Steps	Accountability		Schedule		Resources		Feedback Mechanism
	Primary	Others	Start	Complete	Dollars	Time (hrs)	
Planning - 5 Meetings	Someone				\$600.00		
Speaker Travel and Lodging	Someone		4/1/2006	4/2/2006	\$1,800.00		
Water Bottles					\$300.00		
PR Announcements					\$200.00		
Printing					\$200.00		
T-Shirts					\$800.00		
Food and Beverage					\$200.00		
Giveaways					\$200.00		
Stickers					\$100.00		
Bags (in kind donation)					\$0.00		
Report Printing					\$400.00		
Mailing					\$200.00		
					\$		
					\$		
Total					\$5,000.00		

Source: The Executive Guide to Operational Planning by George L. Morrisay, Patrick J. Bellow, and Betty Acomb. Copyright 1988. Permission to reproduce hereby granted.