Action Planning Process

	Strategic Action Planning Phase	Project Execution & Monitoring Phases	Project Closeout Phase
Command Leadership Team	**1.1** Break Down Organization Strategic Plans — **1.7** Review, Refine & Approve Abstracts	**2.6** Conduct Periodic Progress Reviews	**3.4** Review Results / Strategic Outcomes
Command Project Coordinator	**1.2** Assign Project Team — **Catch-Ball** — **1.6** Assemble Abstracts for Leaders Review — **w/ Project Teams / Divisions**	**2.5** Centrally Track Project Progress	**3.3** File Documentation and Reports
Project Manager	**1.3** Identify Actions to Meet Strategic Goals — **1.5** Scope Projects/ Develop Abstracts	**2.1** Create Project Work Plan — **2.4** Periodically Update Project Status	**3.2** Finalize Project Documentation / Update Project Reports
Project Team	**1.4** Establish Projects from Actions	**2.2** Conduct Project Work — **2.3** Finalize Project Deliverables	**3.1** Hand Off Project / Close Out Project Team