Worksheet 10: Action plan

Priority recommendations	Activities/steps	Who is responsible/ involved	Timeline
(e.g.) As the target populations for the program have changed, update communication materials using languages understood by the new audiences (plain language)	1. Key informants review current communication materials to identify necessary changes 2. Update materials 3. Pilot test materials	1. Jean (PHN) 2. Mariam (Evaluator) 3. Jean and Mariam (PHN and Evaluator)	1. March-April 2. May 3. June-July