| **Objectives**  What | **Strategic Initiatives (How)**  Detailed description of the key actions to be undertaken to achieve each objective  *(must be achievable)* | **Priority**  Low, medium or high  *(not everything can be high)* | **Time Frame**  Due date to complete action  *(not all in first year)* | **Resources**  Human, material or financial  *(be realistic)* | **Responsibility**  Who  *(allocate to position not person – inform those responsible)* | **Key Performance Indicators (KPIs)**  Measurement – what methods will be used to measure results  *(must be specific, measurable and achievable)* |
| --- | --- | --- | --- | --- | --- | --- |
| **Objective One**  *<insert SMART objective>* |  | Low |  |  |  |  |
|  | Medium |  |  |  |  |
|  | High |  |  |  |  |
| **Objective Two**  *<insert SMART objective>* |  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Objective Three**  *<insert SMART objective>* |  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

| **Objectives** | **Actions (How)** | **Priority** | **Time Frame** | **Resources** | **Responsibility** | **Key Performance Indicators (KPIs)** |
| --- | --- | --- | --- | --- | --- | --- |
| **Objective Four**  *<insert SMART objective>* |  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Objective Five**  *<insert SMART objective>* |  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |