

ACTION PLAN TEMPLATE TO SETTING GOALS IN YOUR HOA



ESTABLISH THE PROBLEM/GOAL

ESTABLISH THE PROBLEM YOUR
HOA EXPERIENCED OR WHAT
YOU WANT TO ACHIEVE



DEFINE AN END GOAL

WHAT'S THE BOARDS
OVERALL GOAL?



MEASURES

HOW WILL YOU TRACK THE
PROGRESS OF THIS GOAL?



TIME

WHAT IS THE TIME FRAME OF
THIS GOAL AND HOW LONG
WILL IT TAKE TO ACHIEVE?



ASSIGNED TO

WHO WILL BE RESPONSIBLE
FOR ADDRESSING THE
PROBLEM