

TOOLSHEET:

5P'S FAST COLLABORATIVE PLANNING

PURPOSE

What is the specific purpose or goal?

Make the statement as simple and straightforward as possible

PRINCIPLES

What principles are important to guide decisions and

actions? Think of these as the 'tests' the overall plan must meet

PLAN

What are the key sub-goals and tasks?

Think about the various things-to-do and sort them into categories, with sub-goals and tasks to achieve the overall goal or purpose

PRIORITIES

What actions need to happen first?

Think about what to do first, who is going to do it and by when

PERFECT OUTCOME

What is the perfect outcome?

Think about the benefits for stakeholders

