Template: Programme Outline For Annual Planning Workshop (528)

AGENDA

- Overview/Update (Open Africa)
- Route Update (Chairperson)
- Planning Framework Presentation
- Planning Process
- Monthly or Quarterly Action Plans

PLANNING PROCESS TEMPLATE

Improvement/Development (what measures will keep score and help you get better (#,%,$)	**Focus** (what makes your route distinctive so that it achieves its purpose?)	**Attention** (how do you attract the attention of your audience?)
Culture (how do you govern and organise yourself to be self-sustainable and effective?)	**Purpose** (why do we exist?)	**Audience** (who are the people you want to attract to do transactions with?)
Resources (what are the people, systems and money you need to do it?)	**Transactions** (what do you **get** and what do you **give** in exchange for your services?)	**Desire** (what do you promise and what makes it impossible to say no?)