

## MATERIALS

1. Action Plan Handout for each participant

## OBJECTIVES

1. To develop a plan for implementing new or additional 4-H clubs or groups in the local youth development program
2. To apply the knowledge learned from previous lessons to participants' local youth development efforts

## TIME

1 hour 30 minutes  
(depending on group size)

# LESSON 16

## Making Action Plans

### WHAT TO DO

Give each participant a copy of the Action Plan Handout. Explain how to use each section of the handout in developing an action plan.

Allow about one hour for individuals or groups to work on their action plans. Encourage participants to think through each step and use the full hour for planning.

After about 60 minutes, ask each group or individual to give a brief report of their plan. If the group is large, you may wish to ask individuals to limit their presentation to a certain section or highlight of their plan.

### WHAT TO SAY

Now we are ready to apply the information we have learned to the youth programming efforts in your specific communities. For the next hour, we are going to work on preparing a plan of action for implementing a 4-H club or group in your community.

You have been given an Action Plan Handout that will be used to develop your plan. On the front side of the handout you begin your plan with an assessment of your current situation. Next, you are asked to list the challenges and supports that are in place to support your 4-H club or group.

On the other side of the handout you will find an area to identify key players needed to get a 4-H club or group in place. Record key players by their role and name if possible. Here is also a section for action steps with accompanying target dates. This will help you create a plan that is ready to use when you return home. If you are attending this training with a team, work on your action plans with your team and make sure that everyone has the same information on their action plans by either copying the final plan or have every participant record the same information on their handouts.

Now we are going to share with each other plans that have been made today because we can all get additional ideas from listening to others. I encourage you to take notes of those ideas that might be useful to you.

Who would like to go first?