## Designing a Win-Win invitation

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| Potential Partner | Their Benefit | Our Benefit | Who Will Contact Them |
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## Plan of Action

Key Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_

Who in our community might need help with digital skills?



How will we assess community digital skills needs? Who will we ask?

What we hope will be better in the future

Digital challenges our community faces now

## Plan of Action

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| Steps to Accomplish*What do we need to do? Be specific.* | Responsibility*Who will do it (or take a lead role)?* | Goal Date*When do you need the step completed?* | **Status:** *Green- Completed Yellow – In process**Red—Stalled or not yet begun*  |
| Building Our Training Team |
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| Getting Partners on Board |
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| Steps to Accomplish*What do we need to do? Be specific.* | Responsibility*Who will do it (or take a lead role)?* | Goal Date*When do you need the step completed?* | **Status:** *Green- Completed Yellow – In process**Red—Stalled or not yet begun*  |
| Planning Our Sessions (what, where, when) |
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| Marketing Our Effort |
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## Plan of Action, Continued

working with the local Internet Service Provider (isp):

Our Team members:



