Challenges

Before a project begins, it's a good idea to think about any obstacles that might be encountered. Small details like getting permissions, arranging for buses, or encountering resistance to change may cause difficulties along the way. Thinking about each specific task in your list of steps and planning for solutions to obstacles before they occur can make your efforts more proactive.

Action step/task	Possible obstacles	Potential solutions

Evaluation

How will we measure the success of our project? How will we know that our project met our goal? Using the baseline we documented, what measurable change will we be able to observe?

By _____(date), our project will result in the following change:

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