### ACTION PLAN

1. Of the TPM subcomponents discussed in this chapter, which would you like to work on?

   - 1.1 Goals and Objectives
   - 1.2 Performance Measures

2. What part of the TPM process listed above are you focusing on? What does your agency want to change or improve?

3. What “step(s)” discussed in this chapter do you think could help you address the focus area noted above?

   **Goals and Objectives**
   - Understand the performance context to create a vision
   - Build inclusive internal process to develop goals and objectives
   - Engage external stakeholders to refine goals and objectives
   - Evaluate goals and objectives
   - Document the process

   **Performance Measures**
   - Inventory data, tools, and performance reports
   - Engage internal staff and external stakeholders
   - Evaluate potential measures
   - Establish governance process
   - Document the process and measure details

4. To implement the “step(s)” identified above, what actions are necessary, who will lead the effort and what interrelationships exist?

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<thead>
<tr>
<th>Action(s)</th>
<th>Lead Staff</th>
<th>Interrelationships</th>
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5. What are some potential barriers to success?

6. Who is someone (internal and/or external) to collaborate with to implement this action plan?

7. How will I know if I have made progress (milestones/timeframe/measures)?