

**ACTION PLAN**

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

B.1 Planning and Programming

B.2 Monitoring and Reporting

2. What aspect of the TPM process listed above do you want to improve?

3. What “steps” discussed in this chapter do you think could help you address the challenge noted above?

**Planning and Programming**

- Engage with external stakeholders to establish goals, objectives, and measures
- Collaboratively establish targets
- Develop and implement strategies in a collaborative manner

**Monitoring and Reporting**

- Implement data sharing protocols
- Review and discuss content of reports to ensure consistent messaging
- Formalize process for monitoring and reporting

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

Action(s)	Lead Staff	Interrelationships

5. What are some potential barriers to success and what solutions did this guidebook provide?

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

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