Jane Goodall's Roots & Shoots

A program of the Jane Goodall Institute, Roots & Shoots is a global movement of youth who use their voice and actions to help animals, people and the environment we all share.

PROJECT PLANNING GUIDE

Organizing your ideas to create an action plan

In this activity, you'll answer important questions and brainstorm essential project details (what, how, where, when, and who).

While you're completing this activity use what you learned in **Step 1: Get Engaged** and **Step 2: Observe**. Taking the time now to think through the necessary steps to reach your goals will ensure a successful project.

Time Requirement:
Approximately 45 minutes

Materials:

* Paper
* Pen or pencil
* *Optional:* complete this guide virtually!

What

1. What issue or need will this project address? What are the project goals? Think about long-term and short-term goals.

2. What challenges might you encounter as you try to address this problem?

3. What resources and supplies did you find on your community map that will help you reach your goal(s)? Also, make a list of the resources you will need (supplies, transportation, etc).

TIP: First, research the issue you have chosen for your project. Think about the effects your project could have. Understanding the issue and its history in your community can ensure that the project you are designing will have a positive impact.

Learn more at **rootsandshoots.org**!

How

1. How and what information will you collect to measure the project's impact?

2. How will you overcome any challenges or barriers listed above?

Where

1. Where would you like your project activities to take place? Do you have permission to use the site from the property owner or local government?

2. If your first choice doesn't work out, what are some alternative locations?

TIP: Try a backwards timeline! Start by choosing the deadline for your project and work backwards to set dates for all the things that need to start to finish.

When

1. When will your project start?

2. When will your project end? Is your project one time, annual, or ongoing?

3. Create a timeline showing target dates for various stages of your project.

Who

Who will be responsible for various project tasks? If you're working in a group, consider sharing project roles like the ones below or come up with your own!

Project Coordinator	Fundraising Guru	**Write your list here:**
Media Designer	Data Wizard	
Lead Researcher	Supply Wrangler	
Work Crew Leader	Paparazzi	

Share your work on social media and tag **@rootsandshoots** for a chance to be featured.