# Organisational Plan on a Page

This simplified plan helps articulate your organisation’s purpose, operations, and strategic direction. It’s especially useful for aligning internal stakeholders and enabling AI tools (like ChatGPT) to generate relevant support content.

## WHY does your organisation exist?

What is your purpose or mission? What community, social, cultural, or environmental need are you addressing?

## WHAT services or programs do you provide?

Outline your key services, programs, or activities.

## WHO are your key stakeholders?

Who do you serve (e.g. members, clients, community)? Who supports your organisation (e.g. funders, partners)?

## HOW are your services delivered?

Briefly describe your delivery methods (e.g. face-to-face, online, outreach, events).

## FUNDING. Where does your funding come from?

List your key funding sources (e.g. government grants, donations, membership fees).

## COMMUNITY ENGAGEMENT. How do you connect with your stakeholders?

Include your communication methods and any strategies for raising awareness and maintaining engagement.

## PARTNERSHIPS. Who do you collaborate with?

List organisations or groups you work with to deliver services or extend your reach.

## ORGANISATIONAL STRUCTURE. Who is involved in running the organisation?

Include staff, board members, volunteers, committees, or contractors.

## NEEDS. What resources or support do you need to operate effectively?

Consider staff, training, technology, venues, transport, infrastructure, etc.

## GOALS. What are your short and long-term goals?

Where do you want the organisation to be in 3 years? What are your current priorities? Are your goals SMART (Specific, Measurable, Achievable, Relevant, Time-bound)?

## EVALUATION. How do you measure success?

What does impact look like? How do you track outcomes and improvements?

## CHALLENGES. What are the biggest risks or barriers you face?

Include operational, financial, or external risks.