**EXERCISE 11B. ACTION PLANNING**

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| *OBJECTIVE*  **After this exercise the participants will be able to:**   * Draw up an action plan for the group’s future activities. | |
| *EQUIPMENT NEEDED*   * Flipchart paper, marker pens | *EXPECTED OUTPUTS*   * An agreed action plan to solve one of the group’s priority problems |
| *TIME*  60 minutes | *PREPARATION*  Complete exercise 11A |

This exercise guides the group to plan how to solve the priority problem it has chosen.

*SUGGESTED PROCEDURE*

1. Remind the participants of the priority problem and the solutions they identified in Exercise 11A.
2. Ask them what concrete actions they will need to take to begin working on the first solution. List the actions on a flip chart.
3. Write the problem and the first solution at the top of a new flip chart sheet (see the table on the next page).
4. Ask them to put the actions in order, starting with what they should do first. List these in column 2 of the table.
5. Go through each of the actions in turn. When should it be done? Who is responsible for managing it? Who takes part in it? Where should it be done? What inputs and budget are required? Enter these items in the appropriate columns in the table.
6. When the table is complete, repeat the exercise with the other solutions to this problem, and then with the other priority problems.
7. Invite the group as a whole to agree to the completed plans.

*NOTE*

Once participants understand what to do, you can divide them into smaller groups, each one working on a different set of activities. Give them enough time to finish their plans, then ask each group to report back to the plenary. Invite comments and improvements for each set of plans, and then invite the plenary to agree to each one.

**Action planning**

ORGANIZING AND MANAGING FARMERS’ GROUPS

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# Problem:

**Solution:**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **DATE** | **ACTIVITIES** | **PERSONS RESPONSIBLE** | **PARTICIPANTS LOCATION** | | **INPUTS REQUIRED, BUDGET** | **BUDGET** | **DETAILS** |
| **When?** | **What?** | **Who manages?** | **Who does it?** | **Where?** | **With what?** | **How much?** |  |
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