



ACTION PLAN INSTRUCTIONS

The action plan is a sample document that can be used to set goals for each mentoring partnership and to make sure they are carried out. The teams may use it to keep track of their progress, set clear objectives for what they hope to accomplish, and as a reference throughout the program. It can also be used as tangible proof of what was accomplished over the course of the program for mentors, mentees, and program coordinators (if teams choose to share them).

If for any reason this action plan does not meet your needs, please feel free to edit or create your own to best suit your needs.

