A group of people holding hands

Description automatically generated with low confidence

**Know, Care, Do**

A Theory of Change for Engaging Men and Boys in Family Planning

**Action Plan Template**



**Action Plan Template**

**Purpose**: To create an action plan to support the implementation of the Know, Care, Do: A Theory of Change for Engaging Men and Boys in Family Planning tool.

**Directions**:

1. Define your goal. *What do you hope to achieve by applying this tool to your programming in a specific context?*
2. Note the actions steps you need to take to achieve your goal and then fill out each column of the template for the individual action steps.

| **Action Steps** | **Responsibilities** | **Timeline** | **Resources** | **Potential Barriers and Opportunities** | **Updates** |
| --- | --- | --- | --- | --- | --- |
| What will be done?  *Consider the following questions:*  *What else do you need to learn about the tool?*  *Which staff, partners, or stakeholders need to be introduced to this tool?*  *Does the tool need to be translated or adapted to a specific context?* | Who will do it? | By when (day/month/year)? | What resources are available to implement or apply the tool?  *A.–C. Consider the following types of resources: human, financial material, intellectual, and political.* | What are the potential barriers and opportunities?  *Consider the following questions:*   1. *What individuals or organizations might be resistant or hesitant?* 2. *What other barriers might you encounter?* 3. *How might you overcome these barriers?* 4. *What opportunities exist?* 5. *How might you leverage these opportunities?* | Was this action step completed?  Why or why not?  What was the result? |
| **Step 1:** |  |  | **A.**  **B.**  **C.** | **A.**  **B.**  **C.**  **D.**  **E.** |  |
| **Step 2:** |  |  | **A.**  **B.**  **C.** | **A.**  **B.**  **C.**  **D.**  **E.** |  |
| **Step 3:** |  |  | **A.**  **B.**  **C.** | **A.**  **B.**  **C.**  **D.**  **E.** |  |
| **Step 4:** |  |  | **A.**  **B.**  **C.** | **A.**  **B.**  **C.**  **D.**  **E.** |  |
| **Step 5:** |  |  | **A.**  **B.**  **C.** | **A.**  **B.**  **C.**  **D.**  **E.** |  |
| **Step 6:** |  |  | **A.**  **B.**  **C.** | **A.**  **B.**  **C.**  **D.**  **E.** |  |
| **Step 7:** |  |  | **A.**  **B.**  **C.** | **A.**  **B.**  **C.**  **D.**  **E.** |  |
| **Step 8:** |  |  | **A.**  **B.**  **C.** | **A.**  **B.**  **C.**  **D.**  **E.** |  |

1. Share your action plan with your contacts and solicit their feedback. Record their feedback here. Update your action plan accordingly. *Think about whether you are missing any critical action steps.*

1. Brainstorm and discuss the following question with your contacts:
   1. How are you going to ensure that this gets done?
   2. How will you determine that your goal has been reached?

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