

# PLANNING STEPS



Identify members of your organization who will act as BeWell champions and stakeholders.



Meet with your BeWell champions and stakeholders to review the BeWell content. Begin brainstorming a schedule of activities for each BeWell practice (examples can be found throughout the toolkit).



Fill out the action plan using the template provided (p. 48) with your champion(s) and stakeholder(s).



Develop a communication plan with your champion(s) (example on p. 44).



Print or collect any resources you will need to successfully promote the BeWell practices in your organization.



Implement your initiative! Follow the communication and action plan documents you created in the previous steps.



Follow up with your intended audience members about the initiative. Make changes as needed.

**TOGETHER WE CAN** *build a better future!*