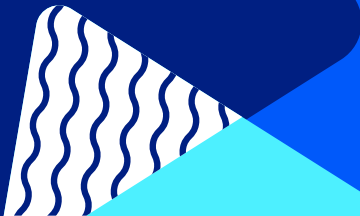


**Essentials of Policy  
Advocacy for Grantmakers**  
Action Plan Outline



**POLICY GOAL—WHAT DO YOU WANT TO ACHIEVE?**

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**BRAINSTORM SOME ACTIONS YOU OR YOUR FOUNDATION COULD TAKE TO ACHIEVE YOUR GOAL:**

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## INTERNAL STAKEHOLDERS

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**My Role and Responsibilities:**

**Colleagues' Roles and Responsibilities:**

## INTERNAL BARRIERS

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What are some internal barriers you expect to encounter (for example, concerns among staff and board members, grantmaking policies, reluctance to speak out, etc.)?

Barrier	Possible ways to address the barrier	Who is involved?

## EXTERNAL STAKEHOLDERS

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Who are the key stakeholders involved in this issue? What is their sphere of influence/power?  
What is their position on the issue?

## EXTERNAL BARRIERS

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What are some external barriers you might encounter?

Barrier	Possible ways to address the barrier	Who is involved?

Note: This action plan outline is a starting point, but does not highlight every element needed in a comprehensive action plan. You may also want to include data and analysis of the problem, external partnerships, expectations, timeline, evaluation, and more.

## NEXT STEPS

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30 Days

60 Days

90 Days

1 Year

## NOTES

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Access additional policy advocacy tools and resources at [cof.org/advocacy](https://www.cof.org/advocacy).