

Annexure 4: Strategic plan template

(Name of Institution)

Strategic Plan

2021-2023

About our Institution (brief description of the organisation, its history, key milestones, achievements)

Mandate

Aspirations

Vision:

Purpose (why we exist):

Mission:

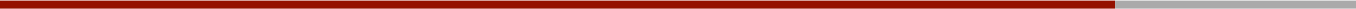
Analysis

External Environment
National

Category	Force / Trend	Implication?
Political		
Economic		
Socio-Cultural		
Economic		
Technology		
Environmental		
Legal		

Global Trends related to (mention your focus area)

Trend	Implication



Organisational Resources & Capabilities

Existing resources & capabilities critical to the organisation?

Resources	Description	Why it is critical
Capabilities		

Looking at 3 years from now, what new resources & capabilities do you need?

New Resources	Description	Why it is necessary
New Capabilities		

Stakeholder Mapping

Stakeholders

Cluster/Group	Stakeholders	Interest / Expectations

	Stakeholder Group	Areas of Interest/Expectations	Level of Interest	Level of Power to influence

Stakeholder map



Stakeholder engagement strategies

Category	Clusters	Engagement strategies
High Influence – High Interest		
Low Influence– High Interest		
High Influence – Low Interest		
Low Influence – Low Interest		

Summary of Analysis - Key highlights

Environment

Resources & Capabilities

Stakeholders



Identifying Strategic Issues

Framing Strategic issues

Term	Issues	Relationship to organization’s environment or capabilities or stakeholders?	Impact to Purpose/Mission- Positive? Negative? Strong? Weak?
Current: 1			
Current: 2			
Medium:1			
Medium: 2			
Long-term: 1			
Long-term: 2			

Strategic Goal & Initiatives

Designing Strategies to manage the issues- Strategic Initiatives

Strategic Issue:	
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Strategic Goal:	
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Strategic Initiative(s):	Objectives:

Designing Strategies to manage the issues- Strategic Initiatives

Strategic Issue:	
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Strategic Goal:	
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Strategic Initiative(s):	Objectives:

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Strategic Goal:	
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Strategic Initiative(s):	Objectives:

Execution

Action Plans

Objective:	
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Activity(ies)	Timing	Responsibility	Resources

Objective:	
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Activity(ies)	Timing	Responsibility	Resources

(Repeat for all the stated objectives)

(at the end, you may attach a copy of the budget)