

Spend a few moments thinking about your planning needs. Be clear about which issues you would like to address with your plan and consider how you will use the final plan. This Worksheet is for your eyes only.

What key issues are motivating you to plan?

1. Who is your business planning team? Who should be involved in your planning process?

2. How will you use your business plan? Will it serve as an internal organizing tool, be used to communicate outside your business, or both?
