**PLANNING WORKSHEET**

Who will serve on your planning committee and what will be their responsibilities?

How will you conduct your organizational assessment (e.g., what data will be collected from whom, who will be responsible)?

How will you conduct your community needs and resource assessment? What quantitative and qualitative data will be collected (e.g., who will oversee process, what data will be collected and from whom)?

What organizations/institutions could be your partners? What would they add to your efforts?

Who do you want to target as participants?

What are your overall intergenerational goals and objectives?

What licensing and legal barriers do you need to address?

What criteria will you use to select your site?

What are the projected costs and estimated budget?