

GLOSSARY OF TERMS – Results Based Planning Workshop

Action plan - A planned series of tasks or steps designed to achieve an objective or goal most often for one year.

Baseline data - Basic information gathered before an intervention is in place. It is used later to provide a comparison for assessing program impact.

Business plan – A document that describes the business operations for an organization and how it will be implemented/operationalized.

Environmental scan - An analysis and evaluation of internal conditions and external data and factors that affect the organization. This analysis is often used to establish a framework for planning.

Goal – Statement that defines the measurable achievements for the organization resulting from the strategies.

Impact – The long-term influence or result of implementing a program or service

Implementation Plan -a plan that focuses on how to implement an activity or project needed to achieve a long- term goal.

Indicator – A measure that helps quantify the achievement of a result/outcome (i.e. rate of low birth weight babies helps quantify healthy babies.)

Monitoring - the act of observing something and keeping a record of it.

Objective –Action statements on how the goals will be achieved.

Operational plan – A plan of ongoing, recurring activities involved in the running of an organization for the purpose of producing value for all the stakeholders.

Outcome – (see Results, below)

Results – A condition of well being for the population(s) the organization serves. (i.e. healthy babies)

Results-Based Strategic Planning – A discipline that helps organizations focus their plans on who they serve and the results or outcomes they are working to achieve.

Scenario Planning – Scenario planning (or scenario thinking or scenario analysis) is a strategic planning method that some organizations use to make flexible long-term plans. It is in large part an adaptation and generalization of classic methods used by military

intelligence. Scenario planning is a process to help an organization identify and plan for multiple possible futures.

Stakeholder – Anyone who has a stake in the success of the organization.

Strategic plan – A written document outlining the strategic direction and budget requirements for an organization for 3-5 years, usually resulting from a strategic planning process.

Strategic Planning – An organization's process of defining its strategy, or direction, and making decisions on allocating its resources, including its resources and people, to pursue this strategy. Various business analysis techniques can be used in strategic planning, including SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats) and PEST analysis (Political/legal, Economic, Socio-cultural, and Technological),

Strategic Business Plan – A strategic plan that includes key changes in operations or the core business of the organization such as earned income, fees, and infrastructure changes like facilities, technology, staffing, or program delivery.

Strategy – A broad overall direction or approach designed to help the organization achieve results for the population it serves.