**Template Campaign plan**

|  |  |
| --- | --- |
| **Issue:** |  |
|  |
| **Objectives**: 1.  |
| 2.  |
| 3.  |

**Actions**

|  |  |  |
| --- | --- | --- |
| Action | Deadline | Responsibility  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Key contacts**

|  |  |  |
| --- | --- | --- |
| Name | Role/Position | Contact details |
|  |  |  |
|  |  |  |
|  |  |  |

**Correspondence**

|  |  |  |
| --- | --- | --- |
| Message | Audience  | Date sent |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Outcomes

|  |  |
| --- | --- |
| Objectives/Outcome | Progress |
|  |  |
|  |  |
|  |  |

Lessons learnt

|  |
| --- |
|  |
|  |
|  |
|  |
|  |