



3. List any new activities and events that you want to do this coming year:

4. For the events/activities from questions 2 & 3, list them in priority for your organization in the left column. And define the meaning/purpose of the event in the right column:

Prioritize these events/activities based upon the meaning and purpose of the event to your organization with 'Depth Over Breadth' frame of mind

List of Prioritized Events/Activities:	Define the Meaning or Purpose of the Event/ Activity for your Organization:



5. Once you have prioritized your events/activities with their purpose/meaning are there some events that do not align with your purpose and mission, or do not spark excitement or enthusiasm from the organization?

- If the answer is yes, reflect on those events and decide if it is worth the time and energy of your organization to still prioritize completing those events. Decide if you will still have those events within your yearly plan of activities.

6. Write down the new list of events/activities that reflect the deletion of events from question 5 that do not align with your mission/purpose:

- Ideally, you should have a shortened list of events/activities from question 4 to question 6 that should reflect events that are aligned with your organization's purpose and mission which spark enthusiasm/excitement within your organization. With a shortened list your organization should be able to focus more time and energy on these events.