ACTION PLANNING TEMPLATE

-						
1					1	
	Plan #:					
	Action Plan Title:					
4	KPI(s):					
_						
5						
	Overarching Strategy:					
7						
8						
9						
	Further Description/Explanation:					
11						
12						
13	Implementation Schedule/Timetable					
						Action Step Outcomes and Evaluation notes. Steps accomlished and on time?
14	Steps	Responsibility	Cost	Start Date		Expenses related to initial budget? Any successes or snags worthy of mention?
15	,					
16						
17						
18						
19						
20						
21						
					-	
	Rationale for Estimated Enrollment Impact:					
	Rationale for Estimated Enrollment Impact:					
	Rationale for Estimated Enrollment Impact:					
23						
23	Coordinator:					Fundantian Communia
23 24 25						Evaluation Summary:
23 24 25 26	Coordinator:					Evaluation Summary:
23 24 25 26 27	Coordinator:					Evaluation Summary:
23 24 25 26	Coordinator:					Evaluation Summary:
23 24 25 26 27	Coordinator:		evenue–Exp		Comments	Evaluation Summary: Directions +

Sheet 1: Top excel sheet containing narrative of Action Plan strategy, KPIs, breakdown of steps, person responsible for each step, cost, dates, and other details. This top page is accompanied by further narrative attachments when necessary.

A	В	С	D	E	F	G	Н		J	K	L	M	N
LEWIS & CLARK CO	LLEGE												
Traditional Undergraduate	projected	actual	projected	actual	projected	actual	projected	actual	projected	actual			
Students/Years	2019-20	2019-20	2020-21	2020-21	2021-22	2021-22	2022-23	2022-23	2023-24	2023-24			
Incremental New	2013-20	2013-20	2020-21	2020-21	2021-22	2021-22	2022-23	2022-25	2023 24	2023-24			
Additional 2nd Yrs.			0		0		0		0				
Additional 3rd Yrs.			Ŭ		0		0		0				
7 Additional 4th Yrs.							0		0				
Additional 5th Yrs.									0				
Incremental Retained									Ŭ				
0 Retained to third year			0		0		0		0				
1 Retained to fourth year			- ŭ		0		0		0				
2 Retained to fifth year							0		0				
3 Total Impact	0	0	0	0	0	0		0		0			
4					TUAL RETURI					_	L ACTUAL RETU	IDNI DATEC	
7			2019-20	2020-21	2021-22	2022-23	2023-24		2019-20	2020-21	2021-22	2022-23	2023-24
5 Retention Assumptions					Cohort	Cohort	Cohort						Cohort
6 Second Year Rate	81.5%		Cohort #DIV/0!	Cohort #DIV/0!	#DIV/0!	#DIV/0!	Conort		<u>Cohort</u>	<u>Cohort</u>	<u>Cohort</u>	Cohort	Conort
7 Third Year Rate	73.9%				#DIV/0!	#DIV/U!			#DIV/OI	#DIV/OI	#DIV/01	#DIV/0!	
			#DIV/0!	#DIV/0!	#DIV/U!				#DIV/0!	#DIV/0!	#DIV/0!	#DIV/U!	
	73.9%		#DIV/0!	#DIV/0!					#DIV/0!	#DIV/0!	#DIV/0!		
9 Fifth Year Rate	4.4%		#DIV/0!						#DIV/0!	#DIV/0!			
1 Transfers	projected	actual	projected	actual	projected	actual	projected	actual	projected	actual			
2 Students/Years	2019-20	2019-20	<u>2020-21</u>	2020-21	2021-22	2021-22	2022-23	2022-23	2023-24	2023-24			
3 Incremental New													
4 Additional second yr.			0		0		0		0				
5 Additional third yr.					0		0		0				
6 Additional fourth yr.							0		0				
7 Total Impact	0	0	0	0	0	0	0	0	0	0			
8													
9			TRANSFER A	CTUAL RET	URN RATES								
			2019-20	2020-21	2021-22	2022-23	2023-24						
0 Retention Assumptions			Cohort	<u>Cohort</u>	Cohort	Cohort	Cohort						
1 Second year rate	89.0%		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!							
2 Third year rate	43.5%		#DIV/0!	#DIV/0!	#DIV/0!								
3 Fourth year rate	26.4%		#DIV/0!	#DIV/0!									
4													
5 Masters	projected	actual	projected	actual	projected	actual	projected	actual	projected	actual			
6 Students/Years	2019-20	2019-20	2020-21	2020-21	2021-22	2021-22	2022-23	2022-23	2023-24	2023-24			
7 Incremental New													
8 Additional second yr.			0		0		0		0				
9 Additional third yr.					0		0		0				
Additional fourth yr.							0		0				
1 Total Impact	0	0	0	0	0	0	0	0	0	0			
2							-						
3			MASTER'S A	CTUAL RETI	JRN RATES								
			2019-20	2020-21	2021-22	2022-23	2023-24						
4 Retention Assumptions			Cohort	Cohort	Cohort	Cohort	Cohort						
5 Second year rate			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	CONTON						
6 Third year rate			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0:							
7 Fourth year rate			#DIV/0!	#DIV/0!	#DIV/U:								
8			#DIV/0!	#DIV/01									

Sheet 2: This worksheet registers the enrollment impact of a strategy, passing projections through all four years and applying assumptions for attrition, differential transfer behavior, etc.

- 1	1 A B	С	D	E	F	G	Н			K		M	N	0
									J			101		
2	Revenue & E	xpenses												
3	Plan #:													
1	Action Plan/S	Strategy Title:												
5			Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	
5	REVENUE:		2018-19	2018-19	2019-20	2019-20	2020-21	2020-21	2021-22	2021-22	2022-23	2022-23	2023-24	
7	Exped	cted Number of Total Incremental Students:			0	0	0	0	0	0	0	0	0	
3		Average Net Revenue per Student:				\$ 23,284	\$ 23,284	\$ 23,284	\$ 23,284	\$ 23,284	\$ 23,284	\$ 23,284	\$ 23,284	
9		Total Revenue			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
0														
1	OPERATING	EXPENSE:												
2	Salaries:													
3	Benefits @	35%:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
4	Adjunct Fa	culty/Part Time Staff:												
5	Financial A	id*:												
6	Office Expe													
7														
8	5													
9														
0	Miscellane													
1		Total Operating Expense:	\$ -	\$ -	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2	CAPITAL EXP													
3		Equipment:												
4		Other:											ļI	
5		Total Capital Expense:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
6													.	
7	Total Expens		\$ -	\$ -	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	
8	Net Income (•	\$ -	\$ -	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	
9			\$ -	\$ -	\$ -	\$ -	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
					#DIV/0!									
	* In addition t	o average entering student financial aid												
2		-	- "											
		Action Plan	Enrollme	ent Impact 🖺 🤈	Revenue-E	xpenses 🖺	Comments	Direction	s (+)					
		Normal View Ready								Sur	n= \$	23,284▼		

Sheet 3: This worksheet uses assumptions about average net-tuition revenue per student, automatically pulls information on costs and enrollment projections from sheets one and two, and calculates total expense, net income/loss, cumulative net revenue/loss, and net income per incremental student.