



**70**

volunteer  
interviewers  
required



**30**

project team  
members



**95 - 110**

business  
interviews  
required

1

**PREPARATION**

3 - 6 months

**CREATE PROJECT  
TEAM**

**ASSEMBLE + TRAIN  
VOLUNTEERS**

2

**COLLECT +  
ANALYZE**

4 - 6 months

**CONDUCT BUSINESS  
INTERVIEWS**

**ENTER + ANALYZE DATA**

3

**DEVELOP GOALS +  
ACTIONS PLANS**

2 - 3 months

**ACTION PLANNING SESSION**

**PRESENT FINAL REPORT +  
ACTION PLAN**

4

**IMPLEMENT +  
MONITOR**

12 - 24 months

**IMPLEMENT ACTIONS +  
MONITOR PROGRESS**