### Strategic Planning workshop

**PI:**
Lisa O'Brien

**Contract No:**
03-10-01

**Award Amount:**
$2,450

**Term:**
11/8/02 - 1/15/03

**Affiliation:**
Alaska Training and Consulting

**Address:**
24010 The Clearing Drive Eagle River, AK 99577

**Phone:**
907-694-3148

**Email:**
atc@ak.net

### Scope of Work:

Prepare a strategic plan for the Oil Spill Recovery Institute. Strategic planning is the means by which an organization constantly recreates itself to achieve a common purpose and vision for the future. The following methodology must be issue related and collaboratively developed.

- **Step 1** - Scoping Meetings/ Preparation and Planning
  The strategic Planning process is initiated with a planning meeting to establish the level of detail and design desired for the process.
  
  **Purpose:** To define objectives, provide an overview of the strategic planning process steps, to understand the methodology proposed; and to decide the final design of the community assessment.
  
  **Objective:** To establish the sequential steps of the process: to develop an historical perspective, gather information, and review past plans.
  
  **Product:** A clear understanding of the past planning efforts, objectives for retreat and agenda will be developed.

- **Step 2** – Strategic planning retreat
  
  **Purpose:** To develop the strategic plan
  
  **Objective:** To establish a consensus vision for the future direction and appropriate structure of OSRI
  
  **Product:** Aligned vision, strategic goals, and structure