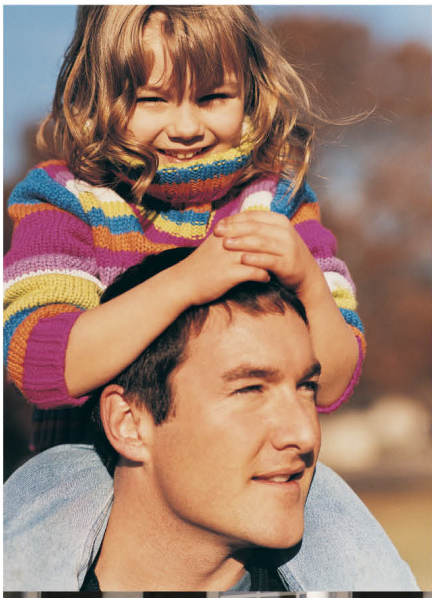

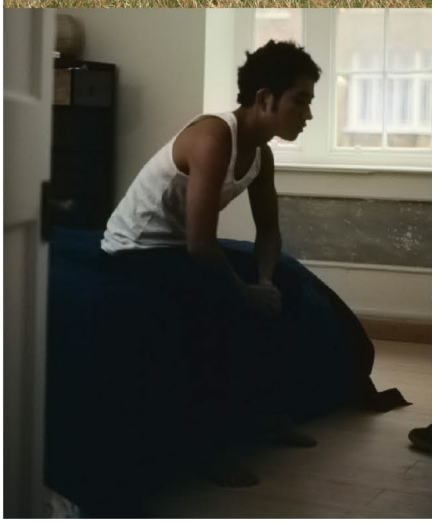

Resource Center for Family-Focused Practice

Recruitment Planning

UC DAVIS EXTENSION
CENTER FOR HUMAN SERVICES

www.humanservices.ucdavis.edu/resource

RECRUITER:		**Date of Plan:**
Region:	**District:**	**County:**
GOAL:		

Activity:	**Baseline Data**	**Projected Results**	**Action Steps**	**Budget**
				.

RECRUITMENT/RETENTION PLAN

AGENCY:	Date:	Completed by:

Goal:

Objective:

Activity Steps:	Responsible Person(s):	Due Date:	Budget:	Notes:

Goal:

Objective:

Activity Steps:	Responsible Person(s):	Due Date:	Budget:	Notes:

Goal:

Objective:

Activity Steps:	Responsible Person(s):	Due Date: Q1 Q2 Q3 Q4	Budget:	Notes:

Goal:	**Objective:**				
	Activity Steps:	**Responsible Person(s):**	**Due Date:**	**Budget:**	**Notes:**
Goal:	**Objective:**				
	Activity Steps:	**Responsible Person(s):**	**Due Date:**	**Budget:**	**Notes:**
Goal:	**Objective:**				
	Activity Steps:	**Responsible Person(s):**	**Due Date:**	**Budget:**	**Notes:**

Targeted Recruitment Plan

Date: Click here to enter text.	**Completed by:** Click here to enter text.							**Area Office/Region:** Click here to enter text.		
Goal: Click here to enter text.										
Objective: Click here to enter text.										
Activity Steps:	**Responsible Person(s):**	**Due Date:** **Q1**	**Q2**	**Q3**	**Q4**	**Budget:**	**Staffing Needed:**	**Notes:**		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		
Goal: Click here to enter text.										
Objective: Click here to enter text.										
Activity Steps:	**Responsible Person(s):**	**Due Date:** **Q1**	**Q2**	**Q3**	**Q4**	**Budget:**	**Staffing Needed:**	**Notes:**		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.		

Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Goal: Click here to enter text.								
Objective: Click here to enter text.								
Activity Steps:	**Responsible Person(s):**	**Due Date:** **Q1**	**Q2**	**Q3**	**Q4**	**Budget:**	**Staffing Needed:**	**Notes:**
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Goal: Click here to enter text.								
Objective: Click here to enter text.								
Activity Steps:	**Responsible Person(s):**	**Due Date:**				**Budget:**	**Staffing**	**Notes:**

		Q1	Q2	Q3	Q4		Needed:	
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.

Goal: Click here to enter text.

Objective: Click here to enter text.

Activity Steps:	**Responsible Person(s):**	**Due Date: Q1**	**Q2**	**Q3**	**Q4**	**Budget:**	**Staffing Needed:**	**Notes:**
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	☐	☐	☐	☐	Click here to enter text.	Click here to enter text.	Click here to enter text.

Cut and paste to add additional goal sections as needed