

The One Page Business Plan or FAI Process Document

NOW: What is the current problem situation?	WHERE: What is the desired outcome or improved situation?	HOW: What are the activities needed to move to the improved situation?	ACTION: What are the action plans and timelines required to drive the activities.
<i>Sales/Revenue. Finance & Cash flow. Production/R&D. Personal Anything else?</i>	<i>Sales/Revenue. Finance & Cash flow. Production/R&D. Personal Anything else?</i>	<i>Sales/Revenue. Finance & Cash flow. Production/R&D. Personal Anything else?</i>	<i>Sales/Revenue. Finance & Cash flow. Production/R&D. Personal Anything else?</i>

FAI = Forecast Audit Innovate

Forecast: what does the future look like or what would you like it to look like?

Audit: Is the assessment of where you are actually at, the gap between forecast and audit is the opportunity.

Innovate: Are the things you have to do to realize the opportunity or improved situation.

Triple A Planning makes the opportunity happen.

Aims: Are goals or objectives.

Activities: Defines all the steps in the process.

Action Plans: Are the actual steps and timelines necessary to make it happen.