

# 5-Steps to a Successful Scenario Plan



## DEFINE YOUR PURPOSE

Identify the issue you are trying to assess and address.

Who needs to be involved and informed, what processes will be used, how far into the future are you trying to predict?

This will provide a clear understanding of the goals and scope of the scenario plan.



## IDENTIFY ASSUMPTIONS THAT WILL BE USED AS DRIVERS FOR DECISIONS

What are the major external factors likely to impact your scenarios?

Identify the key internal drivers that you need to address.

Consider what information you need, where you can get it from, and how you will go about this.



## IDENTIFY CRITICAL UNCERTAINTIES (AND CERTAINTIES)

What do you believe is highly uncertain about the future?

What do you need to know that you don't know now (beyond your intuition)?

Where can you get this information?

Also, consider what you believe to be true about your future and what you believe is certain.



## DEVELOP TWO TO THREE PLAUSIBLE SCENARIOS

What are the benefits and risks of each scenario?

How does each align with your mission and values?

With these scenarios in mind, how will you decide on a course of action?

Limit your thinking to 2-3 scenarios, without fixating on any single one. Ensure all scenarios are relevant to the organization.



## OUTLINE THE IMPLICATIONS

Who benefits most and least?

Do you have the right data, technology, bandwidth, and skills to develop and maintain scenario plans.

Short- and long-term impact on clients, staff, and community?

Does it help the organization prepare for the future?