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| **Step 1 - Gain and Demonstrate Support Checklist** |
| From whom am I gaining support? |  |
| From their perspective, what are some important considerations about implementing my initiative? |  |
| What information can I provide that addresses these considerations (to make the business case for supporting my initiative)? |  |
| What are the core values of my organisation? |  |
| How does my proposed initiative align with those core values? |  |
| What case studies best showcase success of this type of initiative? |  |
| What are the outline and goals of my proposed initiative? |  |
| Is there a manager or team leader who would be willing to lead by example or champion this cause? |  |
| Once you’ve gained support it is important to incorporate your initiative as part of the organisation’s strategic or business plan and to formally communicate this commitment to the organisation. |