**Change Strategy Description**

The Change Management Strategy outlines the change management activities and deliverables you will undertake in support of your project.

**Instructions**

1. Review the Change Management Strategy template and example
2. Develop a high-level timeline (GANTT) of the project team’s milestones and the change management activities
3. Work through each of the slides to update Key Activities and Deliverables
* 01 Plan & Manage Organizational Change
* 02 Engage Sponsors & Influencers
* 03 Communicate with Stakeholders
* 04 Manage Change Risk & Readiness
* 05 Align Organization
* 06 Train Stakeholders
* 07 Sustain the Change
	+ Change agents
		- Change agents are enablers who facilitate the effectiveness of a team
		- We leverage change agents to develop local/team champions to help sustain the change
		- Change agents are also called “Power Users” in a system integration project
	+ We also recommend you talk with your HR business partner to determine if the rewards & recognition element of the change effort aligns with ’s performance management activities (e.g., Officer’s Award, Now Thanks)