

## **Alberta Conservation Association 2015/16 Project Summary Report**

**Project Name:** Annual Operating Plan

**Information, Education and Communications Program Manager:** Don Myhre

**Project Leader:** Don Myhre

**Primary ACA staff on this project:** Colin Eyo, Don Myhre and Kelley Stark

**Partnerships:** N/A

### **Key Findings**

- Edited, designed and produced the operating plan with the approval of ACA's Board of Directors.

### **Introduction**

Our Annual Operating Plan (AOP) informs Albertans and our stakeholders and partners about the projects we are undertaking this fiscal year and how we are directing revenue to our resource program areas.

### **Methods**

Our Information, Education and Communications program coordinates content from the other resource programs and then edits the content and designs the document. Upon review and approval by ACA's Board of Directors, the AOP is posted on our website at the start of the new fiscal year.

### **Results**

The 2015/16 AOP was provided to the board in a timely fashion for approval and posted on our website at the beginning of the fiscal year.

### **Conclusions**

The AOP is a valuable tool for ACA to help us maintain focus and align our yearly projects with our long-term Strategic Business Plan.

### **Communications**

- *Annual Operating Plan 2015/16*