#

# Tool 8: Learning and Development Plan Template

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Organisational objective** | **Knowledge and skills required** | **Who will participate?** | **Learning and development activities/****methods** | **How will this be evaluated?** | **Cost** | **Date** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

*Adapted from NCVO, Skills 3*[*rd Sector; Training Needs Analysis*](https://www.slideshare.net/zulhamidi/training-needs-analysis-53448103)