



Prioritization Matrix

"The key is not to prioritize your schedule but to schedule your priorities" - Stephen Covey

Not all programs and services are equal. The effort and value of each varies widely. Let's spend time gaining clarity on our offerings and priorities.

For each category below, list 2-3 services or programs you offer that fit that category. As you assess the amount of value and effort of each, consider their **RELATIVE** value and effort compared to the other services and programs you offer.

Value: Outcomes, secondary benefits, uniqueness, difficulty to restart, etc.

Effort: People, time, cost, energy, emotion, etc.

