Tipsheet 3.3

*Tools for organizing the plan and defining its content*

**Sample outline of a national cancer plan**

It may be helpful to develop an outline for the national cancer plan early in the cancer planning process. Showing this to partners may give them a better idea of what they will be working on during the planning process. The following outline is drawn from existing plans and can be adapted to the unique needs of your country.

**Executive summary** (a brief description of the whole plan)

**The cancer picture in [country]** (this is a short version with key facts taken from the complete cancer picture report)

1. Geography and demographics of the country
2. Cancer data
3. Risk factor data
4. Health care system data
5. Major assets for cancer control
6. Major challenges for cancer control

**Vision statement**

**Major goals and barriers**

**Recommendations for action** (organized according to the framework being used (tipsheet 3.1))

- Goal 1 (tipsheet 3.4)
  1. Objectives
  2. Priority strategies
     2.1 Action steps (some plans include this in the plan while others develop these after the plan is published)
     2.2 Timeline
     2.3 Responsibility for action
  3. Other strategies
  4. Expected outcomes

- Goal 2
  1. Objectives
  2. Priority strategies
     2.1 Action steps (see above goal 1)
  3. Other strategies
  4. Expected outcomes

- Goal 3 (and so on...using the same format as goals 1 and 2)

**Implementation of the plan**

- The role of the partnership
  1. Mission statement for the partnership
  2. Description of the partnership
  3. Call for others to join

- Resource requirements
  1. Existing resources
  2. New resources needed

- Accountability
  1. Progress reviews (these are often conducted annually)
  2. Communications with leaders and the public
  3. Evaluation plans

Appendix 1 – Partner organizations
Appendix 2 – Full cancer picture report
Examples: below are examples of outlines for three different country income levels in three different languages.

1. Francophone countries


2. Anglophone countries


3. Hispanic countries