

The Impactful Voice Project™

One Voice. Infinite Impact™

Impact Planning Sheet – Turn a Story into Action

How to Use the Impact Planning Sheet – Turn a Story into Action

This worksheet helps you transform your lived experience into meaningful impact — one thoughtful step at a time.

Step 1. Clarify Your Message

Start with what matters most.

What truth, insight, or lesson does your story hold? Write your core message in a single, powerful sentence.

Example: “Healing is possible when we stop carrying shame.”

Step 2. Identify Who Needs to Hear It

Who would benefit from hearing your story?

Think of your ideal audience — survivors, entrepreneurs, families, advocates, or communities that align with your purpose.

The clearer you are, the stronger your impact.

Step 3. Define How It Helps

Ask yourself: What will listeners, readers, or viewers gain?

- Awareness
- Education
- Encouragement
- A sense of belonging
- Write a few lines about how your story serves others.

Step 4. List Three Small Actions

Every story can create change — but it starts small.

List three simple actions you can take within the next 30 days.

Examples:

- Share your story in a podcast interview
- Post a short reflection on LinkedIn
- Speak at a local community event

Step 5. Choose Your Platform

Where will you share it?

- Podcast
- Blog
- Video
- Community event
- Workshop

Pick one or two that feel most natural to you — not the most complicated.

Step 6. Note the Support You Need

No one creates impact alone.

Think about what help or tools would make it easier — coaching, tech support, collaborators, or emotional support.

Step 7. Create a Simple Timeline

Set a realistic time frame.

Maybe one week to write, two to share, and one to reflect.

Tiny steps, done consistently, make the biggest difference.

Step 8. Visualise Success

Describe what success looks like.

It could be hearing someone say “your story helped me,” or feeling confident sharing your truth.

Keep it personal and meaningful.

✨ Your story is more than words — it’s a catalyst.

Use this sheet to guide your next act of courage.

One story, one step, one ripple at a time.

Your Core Message:

Who Needs to Hear This?

How Can It Help?

3 Small Actions You Can Take:

How You'll Share It:

Support I Need:

Timeline for Action:

Success Looks Like:

