

# Anchored Life

## Location Planning Sheet

This planning sheet is to be completed by an Adviser at the location during your location's video-conference consultation time with your assigned A4L Learning Consultant. Once completed, please submit to the A4L Learning Consultant by the completion of the video-conference.

Location Name: \_\_\_\_\_

A4L Learning Consultant Email Address: \_\_\_\_\_

### Club Positions

- Admin POC
- Three (3) Advisers
- Five (5) Team Leaders
- A4L Reps

Plan to keep all positions filled:

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## Club Features Structure Options

Quotes

Plan Updates

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REALTALK

Plan Updates

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A4L Transition Kit

Plan Updates

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Tours

Plan Updates

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## A4L Location Planning Sheet (continued)

Service Project

Plan Updates

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A4L Showcase

Plan Updates

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### Meetings Structure Options

Committee Meeting

Plan Updates

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Subcommittee Meeting

Plan Updates

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## Adviser Duties Structure Options

Adviser Monthly Support

Plan Updates

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Monthly Activity Report

Plan Updates

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**Monthly Activity Reports are due by the 10th of each month.  
Plan for ensuring the report is submitted to A4L.**