

BLI Client Experience *Calendar*

BLI ENROLLMENT

DECEMBER

- Finalize Contract
- Program Kick-Off Meeting
- Confirm Key Dates: Open House, Orientation and Graduation

JANUARY

- Invoice Submission
- Review Client Portal
- Review Annual Calendar
- Host Open House
- Select BLI Participants
- Complete Client Survey
- Complete Client Tech Check

FEBRUARY

- Registration of Participants
- Assign Accountability Partners
- Host Orientation (Participants & Managers)
- Request Manager Pre-Assessment
- Program Leader Orientation
- Identify Cohort Leader

BLI PROGRAM

MARCH

- Attend The She-Suite Summit
- Launch The BLI for Participants & Managers
- First Week Transition Meeting
- Program Leader Check-ins
- Biweekly Progress Report
- *Cohort Leader Orientation*

APRIL

- *Monthly Member Masterclass*
- *Monthly Cohort Meetings*
- Biweekly Progress Report
- Program Leader Check-in

MAY

- *Monthly Member Masterclass*
- *Monthly Cohort Meetings*
- Biweekly Progress Report
- Program Leader Check-in

JUNE

- *Monthly Member Masterclass*
- *Monthly Cohort Meetings*
- Manager Level-Up Masterclass
- Biweekly Progress Report
- Program Leader Check-in
- Midpoint Client Meeting
- Midpoint Survey

JULY

- *Monthly Member Masterclass*
- *Monthly Cohort Meetings*
- Biweekly Progress Report
- Program Leader Check-in
- Graduation Planning

AUGUST

- *Monthly Member Masterclass*
- *Monthly Cohort Meetings*
- Biweekly Progress Report
- Program Leader Check-in
- Client Request Manager Assessment

SEPTEMBER

- Monthly Member Masterclass
- Monthly Cohort Meetings
- Manager Level-Up Masterclass
- Biweekly Progress Report
- Program Leader Check-in
- Program Completion

OCTOBER

- BLI Graduation & Celebration
- Alumni Program Enrollment
- Client Recognition of Graduates & Managers via Internal Communications
- Velvet Suite Impact Report Development

PARTNERSHIP REVIEW & RE-ENROLLMENT

NOVEMBER

- Client Impact Report and Partnership Review Session
- Program Renewal Conversation

DECEMBER

- Finalize Contract
- Program Kick-Off Meeting
- Confirm Key Upcoming Dates: Open House, Orientation and Graduation