

Checklist for Getting Started

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Getting Started: Checklist

Access GAP's
Getting Started
Resource Kit



Meet to review the Activation Discussion Guide:

discuss all questions to determine how this program could be leveraged internally and determine your program composition and launch timeframe.



Identify Your Executive Sponsors: Two senior executive supporters providing crucial strategic guidance, resource advocacy, and the initiative framework.



Identify Your Champions: Two director/senior director-level success drivers who will set up the program, oversee all cohort operations and progress, and provide strategic leadership to the Ambassadors.



Submit an Activation Form* including your identified Executive Sponsors, Champions, launch details (date/format), and program composition.

What happens after Activation?

The HBA will work with your program Champions to set up your program via our training series. This series reviews all setup details including recruiting participants, refining project ideas with the Executive Sponsors, and setting up to Launch!

#HBAimpact

**Your company's HBA primary contact has access to this form via the HBA Corporate Partner Portal.*

