

# Itinerary for Partnership Progress Meeting

Date: [Insert Date]

Location: [Insert Location]

## Agenda

1. 9:00 AM - Opening Remarks
2. 9:30 AM - Review of Partnership Goals
3. 10:00 AM - Progress Updates from Partners
4. 11:00 AM - Break
5. 11:15 AM - Discussion on Challenges and Solutions
6. 12:00 PM - Lunch Break
7. 1:00 PM - Future Action Plans
8. 2:00 PM - Q&A Session
9. 3:00 PM - Closing Remarks

## Contact Information

If you have any questions, please contact:

[Your Name]

[Your Position]

[Your Email]

[Your Phone Number]

## RSVP

Please confirm your attendance by [RSVP Date].