

Sample Progress Report

About the Accountability Process

The accountability process will take place over a ____ month/year timeline. During that time, the pod will meet regularly for the first month, then monthly for ____ months and then assess what time cadence is appropriate.

_____ will lead the process, which will involve leading the meetings, creating strategy, setting up mediation, and finalizing the reports for presentation.

_____ has been told that their actions have created harm amongst people in their community. They are now in an accountability process and are actively seeking feedback from anyone who they have negatively impacted. Anyone with anything to report can do so with [this form](#).

Below is _____'s latest progress report about their insights, changes, and commitments, which has been presented to the pod and discussed.

_____'s Progress Report

As part of my Accountability Plan, I am required to track my progress. Below is my report to the Pod and my community in response to what I am being held accountable for and the Pod's recommendations.

Lessons Learned

As a result of reflections with my pod, here's what I've learned

-
-
-
-
-
-
-
-

My Commitments Going Forward

-
-
-
-
-
-

Education

I am looking to expand my perspective and look into books and classes that may be useful (list out)

Gratitude

Write what you are grateful for since your last update