

**AAACN PROJECT CHARTER
MONTHLY REPORT FROM CHAIR
DUE: The 10th of each month**

TITLE OF TASK FORCE:

EXPECTED COMPLETION DATE:

TASK FORCE CHAIR:

TASK FORCE MEMBERS:

STRATEGIC PLAN GOAL:

STRATEGIC PLAN OBJECTIVE

MEETINGS:

OUTCOMES:

PROGRESS TO DATE:

BARRIERS:

Reports should be submitted to reichartp@ajj.com and your board liaison for the charter **by the 10th of each month**. This will permit the board to assist you with any barriers or challenges by discussing them on the monthly board conference call or at the Summer, Fall, or Conference board meetings.