

***Leadership Development Program: Action Learning Project Training, Coaching and Support***  
Commercial Off-the-Shelf Offering  
Appleby & Associates, LLC

This commercial off-the-shelf (COTS) training program was designed by Dr. Charles Appleby, co-founder of the **World Institute for Action Learning**, the world's only action learning coaching certification program. Dr. Appleby has facilitated hundreds of action learning programs around the world including the United States, Dubai, Kenya, Singapore, Beijing, and Shanghai.

The Action Learning program is designed to be an integral part of an advanced leadership development program for both current and emerging leaders. It helps prepare leaders to be agile and adaptable in the face of an increasingly volatile, uncertain, complex, and ambiguous global environment.

## **TRAINING OFFERINGS**

### ***Adaptive Leadership Development Program: Action Learning Project Coaching and Support***

- **Title:** *Adaptive Leadership Development Program: Action Learning Project Coaching and Support*
- **Description:** The program is designed to help teams of adult learners who are in a leadership development program lay the foundation for a multi-month action learning-based project. The projects included in the program will be important and relatively urgent challenges identified by the challenge sponsor.
- **Outcomes:**
  - Ability to use powerful questions, listening, and reflection in problem solving
  - Ability to use action learning tools and mindsets to solve difficult challenges
  - Ability to deliver persuasive presentations
  - Ability to establish a high-performing action learning team
  - At the end of the program, each action learning team will have accomplished the following with respect to their project:
    - Developed a safe environment for learning and collaboration including giving high-impact feedback
    - Explored the context surrounding the challenge provided by the sponsor
    - Framed the challenge, the overarching Goal, and the project outcomes
    - Developed a project for the Research, Design, and Deployment phases of the project
    - Developed a project plan
    - Developed a discovery (research) plan
    - Developed a persuasive presentation to present to senior leaders
- **Pre-requisites:** None

- **Participants:** Members of a multi-month advanced leadership development program cohort
- **Duration:** 3-5 days of in-residence action learning team coaching. plus, virtual team support and training for project completion.
- **Location:** In-residence at the client location plus virtual team meetings following the in-residence session.
- **Deliverables:**
  - 3-5 days of in-residence action learning team training and coaching
  - Virtual team meetings after the in-residence to provide feedback and support for project completion
  - Review of team draft final project reports
  - *Action Learning Participant Guide*
- **Instructor(s):** Dr. Chuck Appleby, Shelly Frank
- **Program Manager:** Dr. Chuck Appleby

- **Cost:**

Program Options (Note 1)	Team Coaching (\$) (Note 2)	Production Materials (\$)	Assessments (Note 4)	Total Cost (\$) (Note 3)
3-day workshop	30,000	300	660	<b>30,960</b>
4-day workshop	36,000	300	660	<b>36,960</b>
5-day workshop	42,000	300	660	<b>42,960</b>

Note 1: Four teams. Team size between 4 and 6 people.

Note 2: Two action learning coaches will support the in residence program.

Note 3: Travel costs will be charged unless training location is within 75 miles of Washington DC. Meal and hotel reimbursement will follow client policies.

Note 4: *Change Style Inventory*

**CLIENT REQUIREMENTS: The client is expected to provide the following:**

- Suitable training location and facilities for experiential learning including adequate wall space to post flipcharts
- Audio-visual support
- Availability of breakfast and lunch facilities as well as access to morning & afternoon snacks
- Facilitation supplies including flipchart stands; flipchart paper, markers, and yellow stickies
- An organizational challenge provided by a senior project sponsor
- Action Learning Challenge Sponsors and Coaches
- Access to copying capabilities for production needs that emerge during the course

**INSTRUCTOR BIOS:** Available on request

**REFERENCES:** Available on request

**CLIENT LIST:** Available on request

**CONTRACTOR DATA**

<b>Company Name</b>	<b>Appleby &amp; Associates, LLC</b>
<b>Company Owner</b>	Charles A. Appleby, Ph.D.
<b>Type of Business</b>	Limited Liability Corporation, State of Virginia (LLC ID S109207-3)
<b>Date of Incorporation</b>	21 November 2003
<b>Corporate Headquarters</b>	10201 Old Hunt Rd., Vienna, VA 22181
<b>DUNS Number</b>	102487175
<b>Cage Code</b>	3VUNO
<b>Business Office Phone</b>	703 319-8902
<b>Business Website</b>	<a href="http://www.applebyandassociates.com">http://www.applebyandassociates.com</a>
<b>Business Operations Manager</b>	Sherilyn A. Appleby

If you are interested in ***Leadership Development Program: Action Learning Project Training, Coaching and Support***, please e-mail Sheri Appleby at [sheri@applebyandassociates.com](mailto:sheri@applebyandassociates.com).