



A TINY RETREAT PLANNER
THE INSPIRED FOUNDRY

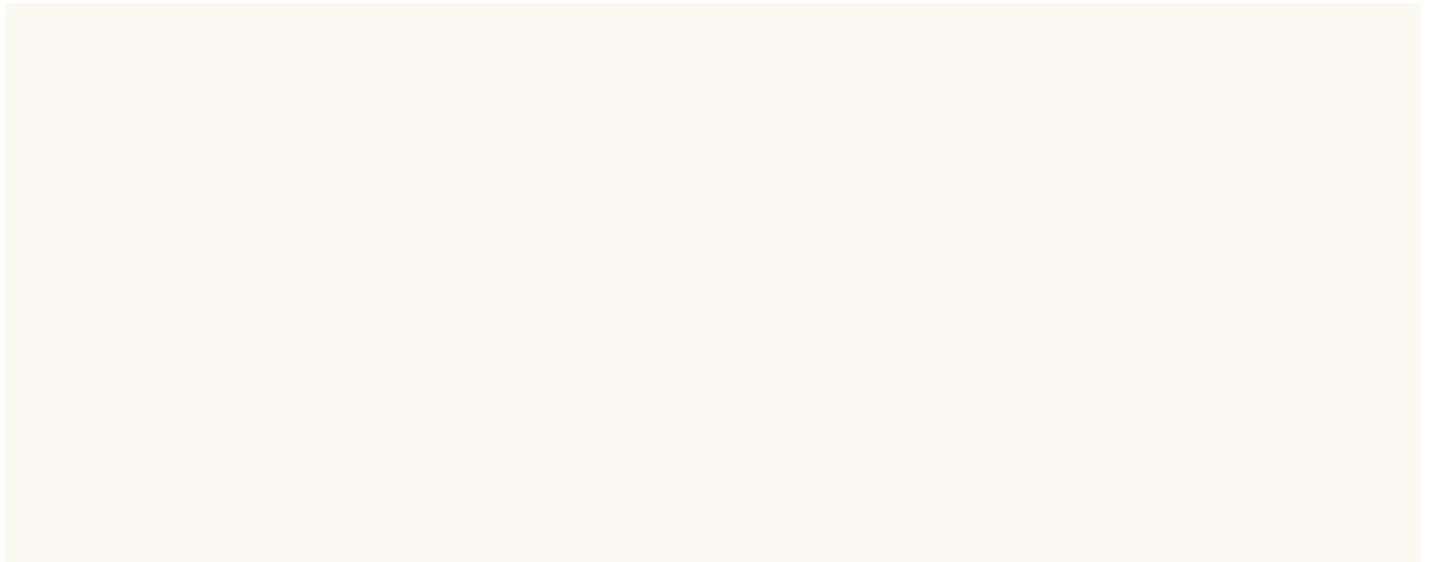
BRAINSTORM

Let's plan your retreat. And just to be clear, your retreat isn't tiny, this planner is tiny.

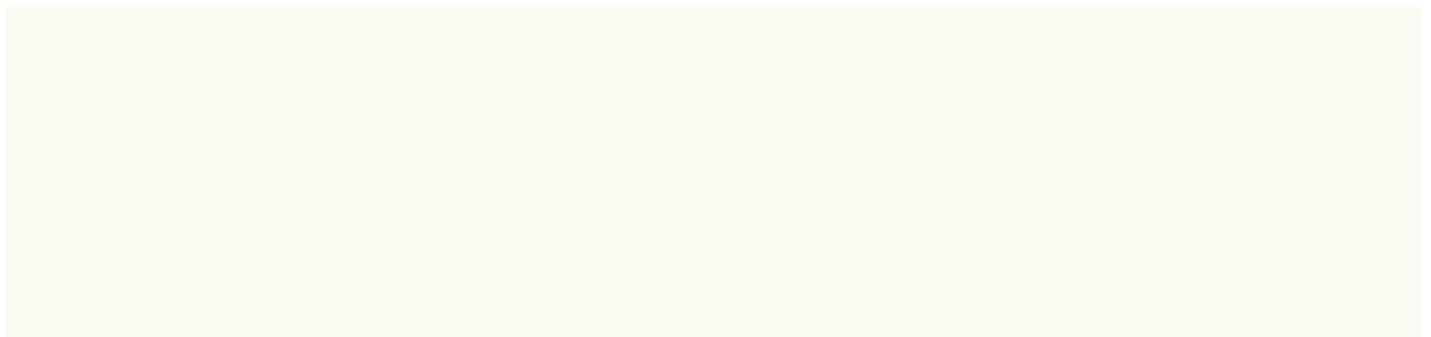
First, let's start with dreaming. Write down everything you can think of for the most idealistic money-is-no-object retreat you can think of. All the frills, extras, and luxuries you can dream up, let's hear 'em.



Now, write down what a more realistic retreat looks like for you budget-wise, time-wise, location-wise.



Look for any elements of your idealistic retreat that could be incorporated into your realistic retreat. Think environmental elements, ambiance, activities, etc.



LOGISTICS

Set some logistical parameters for your retreat, including when, where, and most importantly, why. This is your definition of success, how you hope to feel when you come back to reality after this retreat. There's space for planning out meals and extras, like people you want to invite to collaborate, activities, and resources like books or journals to bring with.

DATE:	
LOCATION:	
TIME ALLOTTED:	
GOAL / TAKEAWAY:	
DEFINITION OF SUCCESS:	

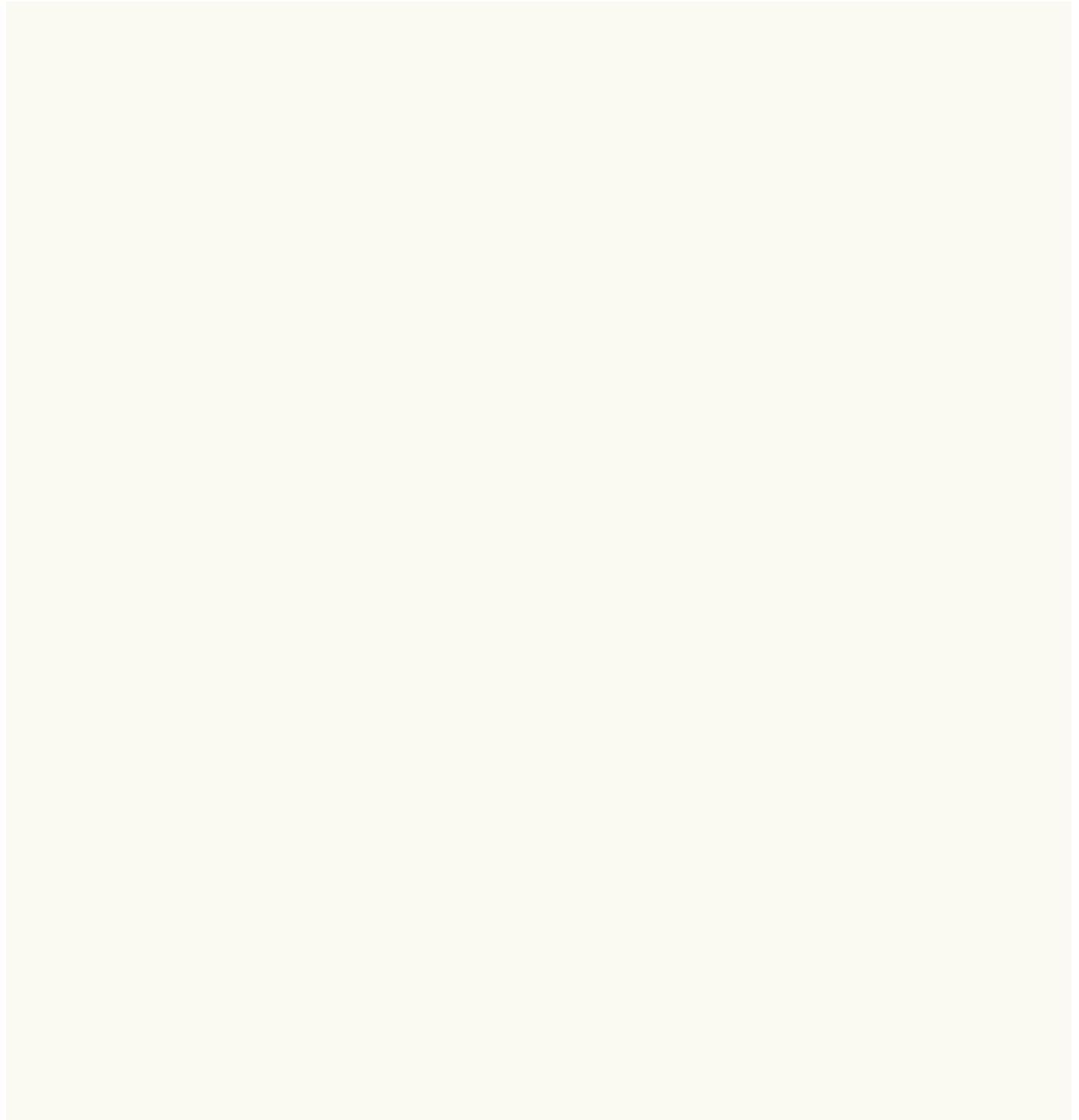
MEALS:	
BREAKFAST	
LUNCH	
DINNER	
SNACKS	

EXTRAS:	
AMBIANCE	
PEOPLE	
ACTIVITIES	
RESOURCES	

SCHEDULE

Map out a loose schedule. You won't know what you're feeling until you are in the middle of your retreat, but it's smart to have a loose structure so you don't show up to work and then suddenly feel overwhelmed with what you want to accomplish. Plan a little time for productivity, a little time for relaxing, and a wind-down time to wrap up your projects.

Most of all, make sure you create a plan that you're actually looking forward to executing! Retreats should be fun and spacious, a time away from the norm to focus on exactly what YOU want to focus on.





THE INSPIRED FOUNDRY

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