



Onboarding Checklist

Ready to Activate your FitLot? Here are the items you will need to submit the [Program Onboarding Form](#).
Don't get stuck...compile them ahead of time.

- Program Administrator Contact Information
 - Name
 - Email
 - Phone Number
- Anticipated Start Date for your First Class
- High Resolution City Logo
- Coaches Pay
 - How much will coaches be compensated per FitLot class?
- Facebook Campaign
 - Link to your Facebook Page
 - Social Media Manager Contact Info
 - Facebook Pixel ID ([how-to find your Pixel](#))
- Grant Fund Distribution
 - EIN Number
 - Payee Name for the check
 - Address to mail check
- Unpent Funds Donation
 - Which 501(c)3, such as a YMCA, will you donate any unspent program funds?