



**National Association of
Climate Resilience Planners**



**Engaging Community
Members in the Design of a
Community-Driven
Planning Process**

WORKSHOP #1 INTRODUCTION TO COMMUNITY-DRIVEN PLANNING

Cut and paste this agenda into another document so you can edit it to meet the needs of your community context

PURPOSE

In this 4-hour workshop, community members come together to gain a shared understanding of what community-driven planning is and how it fits into the larger work for racial and/or climate justice.

OBJECTIVES

- The group can confidently describe what community-driven Planning is and why we're doing it
- The group is ready to start designing a community-driven planning process

PEOPLE

This workshop is best for a group size of 10-20 people, preferably leaders who might be interested in helping to design and organize a community-driven planning process. (Even more ideal with the leaders come from multiple groups from within a community alliance.)

PREPARATION

- ☐ You can redesign this workshop as needed to meet the reality of your community.
- ☐ Clarify the WHO, WHAT, and WHY of the community-driven planning process
- ☐ Based on the above, identify who will be involved in design and co-facilitating the planning process
- ☐ Recruit a group of 10-20 people to participate in this initial workshop to introduce them to community-driven planning and ensure their interest in co-designing the process
- ☐ Read through the facilitation guide thoroughly and make notes to yourself, as well as any needed changes to the content to meet the needs of the group or context you are in



☐ **Materials**

- ☐ White board or flip chart paper
- ☐ Markers
- ☐ Drawing supplies

☐ **To print**

- ☐ Handout, [WHY: The Role of Community-Driven Planning in Advancing Racial and Climate Justice](#)
- ☐ Handout, [WHAT: 'Essential Elements of Community-Driven Planning](#)
- ☐ Handout, [VISION, POWER, SOLUTIONS](#)

PARTICIPANTS AGENDA

20 min	Welcome and Introductions
30 min	Reflecting on Voice & Power
15 min	The Transition from Top-Down to Community-Driven Planning
15 min	Break
60 min	The Role of Planning in Achieving our Goals
60 min	Community-Driven Planning Essentials
30 min	Closing

DETAILED FACILITATOR'S PROCESS

LOGISTICS	ACTIVITIES	NOTES
20 min Make sure there is enough open space for everyone to fit in a circle	Welcome & Introductions <i>Objective: To set the tone of unity, inclusion, all voices matter and to clarify the purpose and agenda of the workshop</i> 1. Invite everyone to start in a circle (standing if possible). Acknowledge everyone around the circle and invite people to share their names and what inspires them to be here.	

	2. Ask the group to reflect on what is at the center of this circle. This is what unites us. 3. Share the purpose and agenda of the workshop and ask the group, “If this is what we’re here to do, why is it important that we start in a circle? What do circles have to teach us?” 4. Invite the group to bring the values of the circle forward into the rest of the workshop	
30 min	Reflecting on Voice & Power <i>Objective: Connect to the group’s lived experience related to authentic voice and power</i> Activity options: OPTION #1 (if you are in-person): Ask everyone to find a partner to play “Columbian Hypnosis.” (Instructions to this embodied game are in the GAMES section) OPTION #2 (if you are in person OR online): Facilitate the exercise, “Power in Three Acts” (Instructions to this exercise are in the GAMES section) OPTION #3 (if this workshop is happening online or if you rather use dialogue instead of a physical game): Break the group up into pairs and give them the prompts below to discuss for ten minutes. When they come back, ask them to share (not the stories, but) the power dynamics that tend to silence us, and the conditions that contribute to us feeling genuinely heard. • <i>Share a brief story of when you were certain your voice was not heard. What were the power dynamics at play?</i> • <i>Share a second brief story – now of a time when you felt genuinely heard. How did you know you were heard? What were the qualities? What made it possible to be genuinely heard – the conditions?</i>	Note how this activity (whichever of the three you choose) provides a foundation for the next exercise
15 min	The Transition from Top-Down to Community-Driven Planning <i>Objective: To clarify the qualities of community-driven</i>	

	<i>planning and how it differs from top-down planning</i> 1. Draw a Venn diagram with two intersecting circles on a large poster or white board. Label one of the circles 'top-down planning' and the other circle, 'community-driven planning.' 2. Invite everyone to take a seat and ask the group, <i>"What comes to mind when you think of 'public planning,' or the planning the cities and counties engage in?"</i> 3. Write what they say in the circle called, 'top-down planning.' 4. Explain that in dominant power structures, planning has become something that is: a. Exclusive, Disenfranchising b. Devoid of Life and culture c. Serves the status quo d. Dominated by the interests of developers and big capital e. Can tokenize impacted communities 5. Ask the group: <i>"Do you think "planning" has always been like that?"</i> Take answers 6. Build on what people say to explain: <i>"For much longer than the current power structure has existed, communities have come together in councils (or circles!) to assess their situation and come up with solutions to the challenges they face. That's what planning is, and we are about to embark on a community-driven planning process. The biggest difference between "Top-down" planning and community-driven, is who holds the voice and power to make decisions."</i> 3. Explain that what the two have in common is that they both can have an impact on communities for many generations because they determine how the resources	
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	we need to live are managed. Write this in the space where the two circles overlap. - Ask the group to name the qualities of community-driven planning, by asking, “What would a planning process need to be like so that the community impacted the plan has genuine voice and power in it?” - Write what they say in the circle labeled, ‘community-driven planning. Some qualities you might emphasize: Community-led Inclusive Collaborative Participatory Joyful Meets community needs - Conclude this section by saying something like, <i>“We are going to explore community-driven planning as a way of amplifying community voice & power.”</i>	
15 min	Break	
60 min	The Role of Planning in Achieving our Goals <i>Objective: Through small group discussion and drawing, participants articulate how the community-driven planning process will support their larger goals</i> - Pass out copies of the handout, “<i>WHY: The Role of Community-Driven Planning in Advancing Racial and Climate Justice</i>” - Explain in your own words, <i>“Why is it so important to amplify community voice and power? Because many of the problems our community faces are the result of lack of community voice and power in the planning and policies that affect us. Community-driven planning is a</i>	Optional

	<i>way to increase community power because the process of developing our own vision, solutions, and power can help us to: 1) activate our cultural and community strengths, 2) align more partners around what's most important to the community, 3) hold our partners and decision-makers accountable to the community's priorities, 4) clarify what we want to organize around and advocate for, 5) build up our capacity to make sure that we have voice and power within public planning processes. So let's look at these goals more in-depth and envision them in the context of our community realities</i> 3. Ask people to count off by 5, to form 5 small groups (of 1-5 people each) 4. Assign each group one of the 5 different descriptions of the role planning plays within racial and climate justice 5. Share the following instructions, also written on the board or on a poster: 1. One person read the description out loud 2. Clarify what it says and any words that people might be new for folks 3. Discuss what this means in our own community, in relation to our organizing goals, and how we would want this to look like in practice in our community-driven planning process 4. Draw a picture to represent this aspect of community-driven planning and how we want it to help us advance our goals – give the picture a title 5. Prepare to share your picture and description with the group	
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	6. Invite each of the groups to share their pictures and read their descriptions out loud. Hang all the pictures up together & make sure they each have a title. [Note: you could use these pictures as the foundation for the visuals associated with your community-driven planning events.] 7. Once every group has shared, ask: <i>“Having heard everyone’s thoughts and seeing the pictures up all together, what is standing out to you? What feels most important how we approach this planning process if we want to achieve these goals? What questions does this bring up?”</i>	
20 min	Reflecting on Balance & What it Takes <i>Objective: Activate the group’s understanding of balance and what it take so that these insights can be applied to Vision, Power, Solutions</i> Activity options: OPTION #1 (if meeting in person): Invite everyone to play the game, <i>Cloak & Kryptonite</i> (directions in the appendix). • Reflect: <i>How did the energy and dynamic shift once you were focused on creating balance between you and the other two people? What allowed you to keep the balance between yourself and the other two people?</i> OPTION #2 (if meeting online): Break into groups of 2-3 and reflect on the following prompts: • <i>In your own life, what’s an example of three things you are trying to keep in balance?</i> • <i>What makes balance between those three things possible?</i> Return to the whole group and ask people to share back (not the things they are trying to keep	

	in balance in their own lives, but) <i>“What makes it possible to find and maintain that balance?”</i>	
60 min	Community-Driven Planning Essentials <i>Objective: Participants gain a shared understanding of what the planning process entails, and get excited about it</i> 1. Distribute the handout, WHAT: ‘Essential Elements of Community-Driven Planning.’ 2. Share: <i>“Often we lose the broad view of what’s happening around us because we are so focused on avoiding what we don’t want and chasing what we do want. A community-driven planning process is an opportunity for us to expand our field of sight, take a broad view of the situation and see more clearly what it will take to transform the systems that contribute to the problems we are facing as a community. Community-driven planning is different from regular planning because it’s rooted in community vision, power, and solutions – and when all three are in balance it’s like an engine for transformative change.”</i> 3. Invite: <i>“Let’s divide into three groups, each group will dig into one of the three essential elements of community-driven Planning, and then present back to the rest of the group.”</i> 4. Use: Vision, Power, Solutions Handout in the appendix as the instructions for each group. VISION A. What does vision mean to us? B. Why is it important for our community to spend time articulating our vision? C. What is needed for our community to have a shared vision? POWER	

	A. What does power building mean to us? What forms does it take in our work? B. Why is power-building important to our work? C. What is needed to strengthen our community power-building efforts? SOLUTIONS A. What kinds of solutions has our community prioritized previously? B. In what ways have we identified and/or developed solutions to the problems our community faces? C. What is needed to strengthen how we identify and/or prioritize solutions as a community? 5. Invite groups to share out about each of the three elements of community-driven planning a. As each group shares, emphasize that their recommendations can be used to inform the design of the planning process. b. After each small group presentation, ask the rest of the group if there is anything they would add.	
15 min	Next Steps & Closing Objective: <i>The group is clear how the work of the day will translate into concrete action. Group members express a sense of how they see themselves in the planning process based on their own strengths and passions</i> 1. Ask: Based on the recommendations provided by the groups above, what are our next steps to begin initiating a community-driven planning process? 2. Closing: Invite everyone to share one word or phrase that describes what you see as your role/contribution/purpose in this community-driven planning process.	

GAMES

- [Columbian Hypnosis](#)
- [Cloak and Kryptonite](#)
- [Power in Three Acts](#)

COLOMBIAN HYPNOSIS

(adapted from Augusto Boal's Games for Actors and NonActors)

Overview: *In pairs, partners take turns guiding each other around the room by having one person hypnotized by the palm of the other person's hand. A group of 5-10 then form a hypnosis chain with one person leading at the front, those in the middle both following and leading, and the person at the end simply following.*

Instructions:

1. Let people know we are going to play a game about compassionate leadership, but it's also about power. Make sure people understand that they can play according to their ability and energy level.
2. First demonstrate the exercise: Ask a volunteer to come up to the front and show the group that this person will become hypnotized by your hand. Put your hand in front of his/her face and ask them to follow you around, keeping his/her nose 3 inches from the palm of your hand.
3. Invite everyone to find a partner and to ask their partner to what extent of physicality they want to play (lots of movement, medium movement, less movement (seated)).
4. Ask who is partner A and who is partner B.
5. Ask partner A to respectfully put his or hand in front of partner B's face and to guide him or her around.
6. This is initially a practice in compassionate leadership, so you want to coach the group to guide each other gently, paying close attention to their partner's well-being and level of comfort.
7. Once both partners have experienced being "hypnotized," bring the whole group back together to reflect on what they experienced.
8. To take the game to a level for deeper dialogue, ask for 7-10 volunteers to play again, but this time, have one leader at the front, a second person who is following them but also guiding someone else, and so on, until you have a chain of people both being hypnotized and hypnotizing someone behind them. The last person will not have anyone to hypnotize, and will just follow the hand in front of them

9. This chain structure is a hierarchical formation. No matter how compassionate the leader at the front, the rest of the group struggles to keep up, especially the one at the very end..

Reflect: How was that? What did you notice? Who had the most power? The least power? If this game were a metaphor for real life, what could it represent?

NOTE: this is meant to spark a critical discussion about various hierarchical power structures.

CLOAK & KRYPTONITE

(adapted from Augusto Boal's Games for Actors and Non-Actors
–“Predator/Protector”)

Overview: *The group is moving randomly around the space, and then the facilitator prompts everyone to choose person A and person B in their own minds (without indicating who in the room they have selected to be person A and person B). Person A becomes your Cloak and Person B becomes your Kryptonite, and so everyone is trying to position themselves in such a way that their Cloak is between them and their Kryptonite. After playing this way for a few minutes, the group shifts into trying to maintain a balance - keeping themselves equidistant from both people they have selected. You will need open space to move around for this game!*

1. Start by letting the group know that this is a physical game that requires some walking fast and maybe even running. For anyone that doesn't feel comfortable running, they can serve as an observer of the game, and will be asked to share their reflections at the end.
2. Invite everyone who feels ready to move, to come into the center of the room and move randomly through the space, kind of like pinballs moving through a pinball machine, changing directions as they please.
3. After about 30 seconds, ask everyone to freeze exactly where they are in the room, and in their own minds, select two people who are playing the game. Choose one person to be Person A, and another person to be Person B – but don't indicate who you are choosing. In a moment, when I say, “Begin,” person A is going to become your Kryptonite, and person B is going to become your cloak, so you always want Person B (i.e. your Cloak) to be between you and Person A (i.e. your Kryptonite). So you'll move around the space, always trying to keep your Cloak between you and your Kryptonite.
4. If anyone seems confused, model it by choosing someone to be your Cloak and someone else to be your Kryptonite, physically moving behind your Cloak person to protect you from your Kryptonite person.

5. Let the group play for about 1-2 minutes, and then say, “Freeze! Notice how you feel right now. When I say begin, we will play again, but this time Person A is your Cloak and Person B is your Kryptonite.
6. Play again for 1-2 minutes, and then yell, “Freeze! Okay we will play one last time, and this time, forget Cloak and Kryptonite. This time, your goal is to always be the same distance from Person A as you are from Person B.
7. Play for 1-2 minutes, and again yell, “Freeze! Notice how you feel right now.” Pause for a moment, and then invite everyone to shake it off and give themselves a round of applause.

Reflect: This is the most important part – the reflection! Ask:

1. *How was that?*
2. *What did you notice?*
3. *How did your experience change once you shifted from Cloak and Kryptonite to the equidistant triangle?*
4. *What lessons does this game hold for our work in the community?*

POWER IN THREE ACTS

(adapted from Game for Actors and Non-Actor, Augusto Boal - image theater)

Overview: *In this image theater exercise, the facilitator guides the group in embodying briefly the different forms that power takes; to develop a collective analysis around the role of power in social change.*

1. Let the group know you are about to do an exercise together to explore the different forms that power take - Power Over, Power Within, and Power With
2. Invite participants to focus on their breath moving through their bodies.
3. Suggest that they stretch as needed, just allowing the body to do what it wants in this moment
4. Invite people to let their bodies take the shape of whatever Power Over (dominant power) means to them. Encourage them not to overthink it, just trust the shape their bodies take when they hear the words, Power over others.
5. Ask the group to hold their embodied image for just a moment and observe the sensations in their bodies, any emotions that arise. And then invite them to shake it off and take a few deep cleansing breaths.
6. Open it up for people to name what came up for them - make sure their reflections are captured in writing.

7. Now invite people to let their bodies take the shape of Power Within (personal power). Encourage them not to overthink it, just trust the shape their bodies take when they hear the words, Power Within.
8. Ask the group to hold their embodied image for just a moment and observe the sensations in their bodies, any emotions that arise. And then invite them to let it go and take a few deep cleansing breaths.
9. Open it up for people to name what came up for them - make sure their reflections are captured in writing.
10. Lastly, invite people to let their bodies take the shape of Power With (collective power). Encourage them not to overthink it, just trust the shape their bodies take when they hear the words, Power With.
11. Ask the group to hold their embodied image for just a moment and observe the sensations in their bodies, any emotions that arise. And then invite them to let it go and take a few deep breaths.
12. Open it up for people to name what came up for them - make sure their reflections are captured in writing.

Reflection: Invite the group to reflect on how these different forms of power relate to their work together. What insights from this exercise can we apply to our community-driven planning work? (NOTE: the purpose of community-driven planning is to transform dominant power through personal + collective power = liberatory power)

WORKSHOP #2 DESIGNING A COMMUNITY-DRIVEN PLANNING PROCESS

Cut and paste this agenda into another document so you can edit it to meet the needs of your community context

PURPOSE

In this 4-hour workshop, a small group of community members come together to design and organize a community-driven planning process guided by community values, using the principles and practices of popular education.

OBJECTIVES

The planning process design team...

- Deepens bonds through the practices of radical connection
- Identifies outcomes of the planning process
- Considers critical design questions, making strategic decisions about sequencing, alignment, and rhythm of activities and actions
- Develops a calendar of planning activities to engage residents in visioning, priority setting, problem definition, community assessment, solutions development, and policy advocacy
- Increases confidence to play a facilitative leadership role in the community-driven planning process they design and approach planning as a community organizing and capacity-building effort

PEOPLE

This workshop is best for a group size of 5-20 leaders who are committed to helping design and organize a community-driven planning process.

PREPARATION

- ☐ You can redesign this workshop as needed to meet the reality of your community.
- ☐ Recruit a group of 8-20 people to co-design and help guide the community-driven planning process



- ☐ Read through the facilitation guide thoroughly and make notes to yourself, as well as any needed changes to the content to meet the needs of the group or context you are in
- ☐ **Materials**
 - ☐ White board or flip chart paper
 - ☐ Markers
 - ☐ Post-its
 - ☐ Yarn
 - ☐ Hole punch
 - ☐ Card stock
 - ☐ Prepare the name plates for the Real to Ideal exercise ahead of time.
 - ☐ Cut pieces of cardstock in half and punch a hole in each of the upper corners.
 - ☐ Tie one end of a piece of yarn into one of the holes and then the other end of the piece of yarn into the other hole, so it makes a name tag that can be easily worn around the neck and hung over the chest.
- ☐ **To print**
 - ☐ [WHAT: Essential Elements of Community-Driven Planning](#)
 - ☐ [WHAT: Stepping Stones to a Community-Driven Plan](#)
 - ☐ HOW: [Designing a community-driven planning process](#)
 - ☐ [HOW: Deep Democracy Methodologies](#)
- ☐ **Posters:**
 - ☐ “From Top-Down to Community-Driven Planning” (content generated during “Introduction to Community-driven Planning” workshop)
 - ☐ “The Role of Planning in a Just Transition Strategy” (content generated during “Introduction to Community-driven Planning” workshop)

PARTICIPANTS AGENDA

15 min	Purpose & Values: Why Circles?
30 min	The big picture: Real to Ideal

60 min	Principles for Designing a Community-Driven Planning Process that reflects our goals and purpose
15 min	Break
90 min	People & Process: Selecting and Sequencing Activities
15 min	Next Steps & Closing

DETAILED FACILITATOR'S AGENDA

LOGISTICS	ACTIVITIES	NOTES
20 min	Purpose & Values: Why Circles? <i>Objective: Remind folks where we landed last workshop and based on that use the metaphor of the circle to name the values guiding how we work together</i> 1. Invite everyone to gather in a circle near the posters from the "Introduction to Community-driven Planning" workshop. OR, share your screen with the ideas generated in the previous workshop. Acknowledge everyone present and invite people to share their names and what inspires them to be here. 2. Make sure folks are clear where the group landed after the first workshop. You could ask someone who was there to share the major take-aways, using the posters as a reference. For example: a. <i>We are shifting the culture of planning from top-down to community-driven. That means as a community we are taking ownership over the planning processes that affect us. And it means... (refer to the "From</i>	Suggestion: Start every session related to this community-driven planning process in a circle, and ask, "Why Circles?" This is a simple ritual that help keep everyone grounded in the values that flow from our shared purpose of a Just Transition, and the indigenous wisdom of circle-based processes.

	<i>Top-Down to Community-Driven Planning”)</i> <i>b. Community-driven planning is possible when we activate Community Vision, Power, and Solutions... so we are going to engage residents of XXXX neighborhood or region in generating our own vision for this area and continue building grassroots power to achieve that vision. This could look like...</i> <i>c. (refer to the “Role of Planning in a Just Strategy” poster</i> 3. Ask: <i>“If this is what we’re doing together, why is it important that we start in a circle?” What are the values inherent in our shared purpose that are also reflected in the wisdom of circles?</i> a. (Ex: In a circle, everyone can see each other, everyone is important, all voices matter; In a circle, no one is above anyone else, it is conducive to cooperation, etc. 4. Ask: How do these values speak to how we want to work together as a team? 5. Invite: the group to bring the values of the circle forward into the rest of the workshop (and into the larger planning process!)	
30 min	The Big Picture: Real to Ideal <i>Objective: Articulate a description of the problem and a vision of the solutions, and gain a sense of what it will take for people to move from here to there.</i>	Suggestion: Keep these name plates through the planning process so you can keep engaging these characters through image theater or role plays – this helps to

	1. Brainstorm: If the [issues we are working on] in this region were a play, who would be the major characters? Write the names of the different characters on name plates. OR: if meeting online, write the names on a virtual white board or other shared workspace online. 2. Activity Options OPTION #1 (if meeting in person): Play the Image Theater game, “Real to Ideal” (detailed instructions included in the appendices) REAL: Create an image of the issue(s) we are focused on; show the power dynamics at play in the region that contribute to the problem. Reflect: What do you see? What are our current challenges to and opportunities for transformative change? Document: what people say under the heading, “The Problem.” IDEAL: Create an image that reflects a solution to the problem. How do we envision the real changes and transformations needed for our community to thrive? How will the power dynamics be different? Document: what people say under the heading, “Our Vision.” Audience Reflect: What do you see? What is our vision for change and transformation? Actors in the image reflect: What would your character	demystify the local power dynamics, and develop strategy
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	need in order to move in this direction? OPTION #2 (if meeting online): Facilitate a conversation around the following prompts, taking notes, or graphic documentation of what folks share: 1. REAL: How would you describe the current power dynamics between the characters/players we have named here? What are the impacts of these power dynamics? 2. IDEAL: How will we transform/fundamentally shift these power dynamics through community-driven planning? What is the culture of participation we are working to build and how will things be different as a result? 3. Discuss: What role can a community-driven planning process play in helping us move from here to there? 4. Document what people say under the heading, "Purpose of our Community-driven planning process"	
60 min	Principles for Designing a Community-Driven Planning Process <i>Objective: To introduce some principles to guide the design of the planning process, and collectively think through some design questions that help put those principles into action.</i> 1. Explain: <i>the community-driven planning process we are about to design is meant to support this transition, this fundamental shift in power dynamics. We are about to reflect on some design questions –</i>	Feel free to adapt the Principles for Designing a Community-Driven Planning process If the principles and design questions in this handout don't feel relevant to your community context, another option is to use the Spectrum of Community Engagement to Ownership Handout, and work together on it as a whole group - OR - if there are enough

	<i>let's keep these characters in mind as we consider these questions.</i> 2. Give everyone the handout: Principles for Designing a Community-driven Planning Process, (as well as the handout, Deep Democracy Methodologies as an additional resource for folks to refer to) 3. Divide the group: into 4 small groups (of 2-5 people each), and give each group a topic from the handout. These are the core principles of community driven planning, and there are some process design questions for us to consider for each of them: a. WHOLE (ECO) SYSTEMS THINKING b. BUILDING COMMUNITY CAPACITY & POWER c. EMBODYING VISION & VALUES d. LEARNING INTEGRATED THROUGHOUT 4. Small Group Breakouts: Give the group 30 minutes to generate answers to the design questions in their specific section, and to write their thinking on a poster paper that they will use to share out to the larger group. Posters should include: a. Title b. Bullet points for ideas generated c. Optional: an image that illustrates the title 5. Move around: to support the groups as they are working. 6. Invite: the groups back to share (4-5 min each)	people, divide into 6 groups and each take on a different stage of the spectrum, reflecting on each corresponding question, and then sharing out to the larger group for discussion.
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	a. The title and definition (what it means to them) b. The ideas they generated that they think are most important for the planning process 7. After all groups have shared, ask: <i>Any reflections? What is standing out to you?</i>	
15 min	Break	
90 min	People & Process: Selecting and Sequencing Activities <i>Objective: Alignment around the activities you will include in your planning process along a thoughtful sequence</i> 1. Use butcher paper to create a year-long calendar on the wall, that is pre-populated with all the key events you know are happening over the next year, OR use a virtual collective workspace to create the year-long calendar that everyone can add to. 2. Invite the group to reflect (either as a whole group or in three small groups)^[1] on the following questions below. Folks can add stickies to the calendar with answers to the questions. 3. What opportunities do we have to impact existing systems? For example: a. Is the local government conducting a planning process that can be intervened on? b. Is a key local election coming up? Could we use the planning process to align around a candidate and/or to push	NOTE: If you already have answers to these fully populated on the calendar, then this is just a chance for you to present these opportunities to the group. If this is the case, maybe they are just generating ideas for the last question “How can we best build community capacity and leadership?” You could also be asking their feedback on what you have already generated.

	candidates to take a stand for community priorities? c. Is there a piece of policy that needs to be defeated or a policy that our allies are pushing for which we could build community momentum? d. Others? 4. What opportunities already exist to build and strengthen grassroots power (to reclaim our economy and our democracy)? i Is there an alliance forming that brings communities together around a set of issues that can be addressed through a Just Transition strategy? Can this planning process support the formation process? Are there other timing considerations? a. Is there a significant action being planned that's relevant to our community? Where are the possible points of intersection? b. Are there plans to reclaim any community assets (land, waterways, energy systems, homes, etc.)? 5. How can we best activate community leadership capacity? a. Is there any preparation or capacity-building needed to ensure that the Just Transition planning process is community-led? 6. <i>Now is time to start generating the actual activities you will organize to build community Vision, Power, and Solutions during this planning process.</i>	
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	7. If you are not already divided into three groups, then go ahead and divide into three groups now: i. Vision ii. Power iii. Solutions 8. Pass out (OR provide a link to) the WHAT: Stepping Stones to a Community-Driven Plan and explain: a. <i>“As we all know, vision, power, and solutions are the essential ingredients of a Just Transition planning process. ii These stepping stones are laid out along a developmental process starting with Connection – our work always starts with first connecting to our own cultural wisdom and community strengths.</i> b. <i>Then, we move to Capacity – we are building the capacity of our community to take ownership over the decisions that affect them most.</i> c. <i>Then, we take bold steps towards Culture Shift – how are we actively flipping the script and unlearning the dominant narrative?</i> d. <i>Finally, we move to Action from this foundation of connection, capacity, and culture shift.</i> e. <i>Your job in your small groups is to use these stepping stones as inspiration to brainstorm the kinds of activities that we should include in our Just</i>	
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	<i>Transition Planning process with the community.</i> <i>f. The VISION group will focus on how we are going to engage the broader community in the Visioning process</i> <i>g. The POWER group will focus on how we are going to use this planning process to build broader and deeper alliances, and how and when we might need to take direct action to disrupt public or corporate plans.</i> <i>h. The SOLUTIONS group will focus on the kinds of activities that will engage our community in developing a set of Just Solutions to the problems we are currently facing.</i> <i>i. Everyone can also use the “Deep Democracy Methodologies” handout to spark ideas.</i> 9. Pass out a stack of medium – large stickies and ask them to write one activity per sticky. OR use online virtual stickies. 10. After 30 minutes, bring the groups back together (in front of the large calendar) to share out their activities and to name where in the sequence they should go. Post them up. NOTE: No pressure to get the sequence perfect, these are post-its so they can be moved around. 11. Once all the post-its are up, have a deeper conversation about sequence:	
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	a. <i>What stands out to you?</i> b. <i>Does this look right? Anything you would change? Why?</i> c. <i>Other questions you might ask to probe deeper (if you feel it's necessary):</i> d. <i>Does this feel like the right rhythm of activities for our community?</i> e. <i>Are we building in enough time for building capacity and relationships?</i> f. <i>Are we taking good advantage of the existing opportunities to build grassroots power and affect systems change?</i> g. <i>Are these the right activities to set us up well to advance a Just Transition in this region?</i>	
15 min	Next Steps 1. Once the sequence of activities feels complete, decide on your immediate next steps: a. <i>What do we need to put in motion now for this plan to move?</i> b. <i>(optional) Is there a volunteer who would be willing to work with me on translating this into an actionable plan?</i> c. <i>(optional) Are there others you think need to be a part of this small team to facilitate the community planning process?</i> 2. Invite everyone back into a standing circle to give a one-word closing:	

	<i>a. What is one gift, strengths, or intention you would like to contribute to how we move forward together on this plan?</i>	
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