

DESIGN TEAM: SMALL NETWORKS February 2022

A Proposal Drafted by Gabby Mulnick Majewski and Gabby Lewis-White, following consultation with Kirra Jarratt.

GOAL: To start to move the broader group of Convening Network participants into smaller functional cohorts/networks to facilitate the following:

- 1) a deeper understanding of the work performed by other organizations to tackle similar practice areas;
- 2) build connections and working relationships between those organizations/stakeholders operating in similar spaces;
- 3) enable each cohort to develop its own network for intake and cross-organization referral processes that can, eventually, be adopted by or inform the work of CIR; and
- 4) break down interim barriers to service and facilitate cross-organization referrals to make access to services easier for community members.

RATIONALE: Given the umbrella role of the DC Bar Foundation and the convening work undertaken to date, the Bar Foundation is well-suited to serve as a facilitator to facilitate small network development among organizations invested in the broader coordination efforts underway. This will also enable important Small Network development efforts to start to take shape organically during the interim until the Bar Foundation succeeds in hiring a Network Manager, and keep all participants engaged with a clearer sense of direction and purpose.

STEPS:

- 1) **DCBF and Consulting Partners should conduct a Google Survey of LSPs/Non-Legal Collaborators that have been part of past Convenings.** This survey should be very basic and only seek the following information:
 - i) **Organization Name**
 - ii) **Name and Contact Information for Survey Respondent (only one Respondent per organization);**
 - iii) **Check the BOX for all of the practice areas in which your organization routinely practices, supports, or most routinely funds (these practice areas will become the Small Networks) AND List the Name and Email Address for the Primary Point of Contact for Each Practice Area within your organization :**
 - (a) FAMILY (existing network FLAN)
 - (b) HOUSING (existing network (LTLAN)
 - (c) EMPLOYMENT
 - (d) PUBLIC BENEFITS
 - (e) CONSUMER PROTECTION/BANKRUPTCY
 - (f) PROBATE
 - (g) EDUCATION
 - (h) IMMIGRATION
 - (i) SMALL BUSINESS

- 2) **The Bar Foundation will thereafter generate a list of the “participant orgs/POCs” that should be in each Small Network.**
- 3) **During the March 9th Convening, Small Networks will meet in Breakout Rooms to address the following:**
 - 1) Understanding the nuance of what each organization/non-legal ally does WITHIN THAT PRACTICE Area. Details should be recorded in a Google Doc to start to capture pertinent data and foster understanding. DCBF should share the Google Doc with all Participant Orgs and each Small Network following the meeting (establishing an email chain for all those within each individual Small Network).
 - 2) Identify a “Point Person” for each Small Network.
 - 3) Start to Identify how organizations can better facilitate cross-organization referrals.
- 4) **Following the March 9th Convening, the Institute for Social Change and/or NPC Research should bring each Small Network together (at least for the initial meeting) for each Small Network to map out:**
 1. Non-LSP Actors that each organization works with to facilitate their work in the Small Network practice and consider inviting those folks into the Small Network;
 2. Explore possible partnerships and collaboration opportunities;
 3. Identify how best to communicate with each other between meetings (e.g. via Slack?)
 4. Start to Map out the information all Small Network organizations would need for a COMMON INTAKE PROCESS/FORM (and also identify what, if any, other resources would better facilitate intra-Small Network referrals)