

Phase 1 Worksheets

ENVISION AND DESIGN





Exploring Our Values

Purpose: To create a shared understanding of the values of your team, organization, or other community partners involved in planning and evaluating your project.

Instructions: Use this space to reflect on your personal, organizational and community values. As you list these values, ask yourselves: Do they align well across different groups or are there areas of conflict? How might these values impact the program/project you are working on together?

Part 1. Answer individually:

What motivates you to work on public health promotion in your community?

What values guide you as you do your work?

Pause and discuss your answers among the group.

Part 2. Discuss and draft together:

What are your team's/organization's values as you approach this work?

What are the values of the community/communities you serve?

What are your funders' values?



Community Engagement Planning Table

Purpose: To consider and intentionally plan to engage the full range of community members who should inform the development and evaluation of your program. Your plan should aim to increase deep community participation and community ownership over the evaluation as much as possible.

Instructions: On the next page, list community members' names, how they will be involved, in what ways they will have control, and how deep their participation will be. This table can be used as a blueprint for a dynamic plan, which will evolve over time as you think of other or deeper ways to engage your community members.

Note: Teams may find it helpful to use a whiteboard or poster paper to brainstorm these categories before filling in the table on the next page.



Worksheet 2: Community Engagement Planning Table (Blank)



Community Engagement Planning Table			
<i>Which voices should be engaged?</i>		<i>How do you plan to engage them?</i>	
Community members	What is/are their roles?	Control of the evaluation	Depth of participation (planning, designing, implementing, analyzing, reporting)

Source: LaFrance and Nichols (2009)



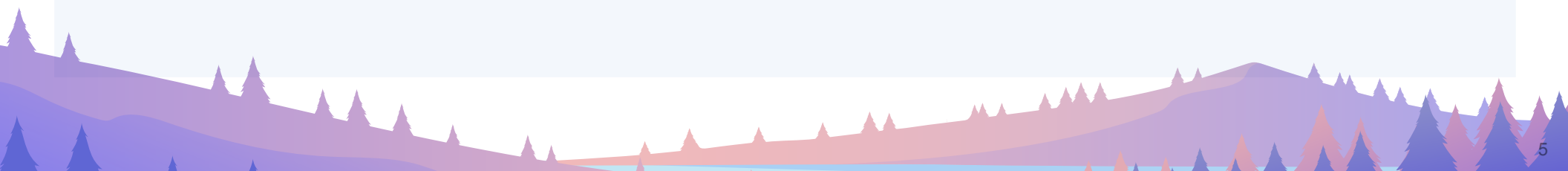
Looking Upstream: Observing our Starting Point

Purpose: To take stock of where you are beginning your journey so that you don't cover the same ground.

Instructions: Use this space to list any existing programs, publications, or conversations that have already been made or done in the service of your goals. For example, this could include an existing prevention program in a neighboring area, or a needs assessment conducted a few years back.

List all existing work that has been done on this issue here:

A large, empty rectangular box with a light blue background, intended for listing existing work on the issue.





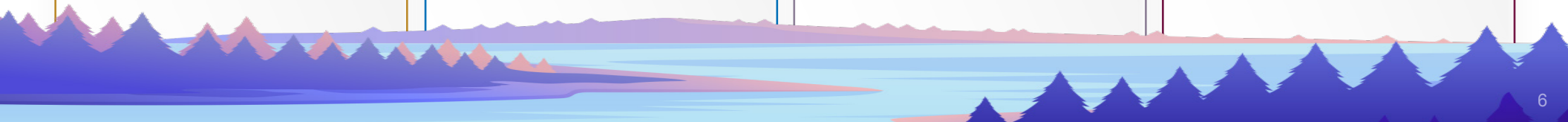
Planning Our Journey

Purpose: To outline your driving motivations or visions for doing this prevention work, now that you understand where you are starting and what your group's values are.

Instructions: List your program's three driving visions for doing this work. How do you envision the program or project you are planning improving lives in your community?

What are your three underlying visions for this project or program?

VISION 1	VISION 2	VISION 3	OTHER VISIONS









Packing For Our Journey

Purpose: To list the key activities, resources, or messages your program will deliver to help you progress on your journey.

Instructions: As you prepare for your journey, you might want to pack a parfleche, canoe or gourd. List your program's key services, community resources, phrases, slogans or messages. What meaningful metaphor could you use to explain your program to your community?



Program Services	
Community Resources	
Key Phrases, Slogans or Messages	
Metaphors	



Imagining Success: What do you hope to see if your journey is successful?

Purpose: To evoke personal, emotional, or spiritual associations and descriptions about what success will look like as you progress.

Instructions: Look downstream toward your visions. Describe what you hope to experience. What will you see, feel, smell or taste? Recognize that the path may not be linear and embrace opportunities to change direction.

VISION 1

Vision 1 from worksheet #4

VISION 1

What will it look, feel, smell, taste or sound like if you are successful downstream?

VISION 2

Vision 2 from worksheet #4

VISION 2

What will it look, feel, smell, taste or sound like if you are successful downstream?

VISION 3

Vision 3 from worksheet #4

VISION 3

What will it look, feel, smell, taste or sound like if you are successful downstream?

OTHER VISIONS

What will it look, feel, smell, taste or sound like if you are successful downstream?



Landmarks: How Will You Know Where You're at?

Purpose: To outline Indigenous indicators that you will use to measure progress toward your vision.

Instructions: As you make your way downriver, how will you know where you're at? Look out for information, knowledge, wisdom, conversations, stories, or data that will help you know if you are making progress. Be as specific as possible- who or what will help you understand where you are at on your journey toward each vision?

VISION 1

Vision 1 from worksheet #6

LANDMARKS

How will you know where you're at?



VISION 2

Vision 2 from worksheet #6

LANDMARKS

How will you know where you're at?



VISION 3

Vision 3 from worksheet #6

LANDMARKS

How will you know where you're at?



OTHER LANDMARKS

How will you know where you're at?








Your Indigenous Success Measures (Optional)

Purpose: To take time to be intentional about accessing all forms of knowledge as you're measuring success.

Instructions: Indigenous knowledge has always contained observation of the world around us. In Worksheet #7, you've set out landmarks. These are like guide posts to help you understand where you are. Take this opportunity to list those landmarks, and explicitly link how those landmarks connect to Indigenous knowledge in your community. Have you included all three forms of knowledge? Are there more landmarks that you should list?

Empirical Knowledge	Revealed Knowledge	Traditional Knowledge
Observations and experiments in natural settings	Dreams, vision, ceremony, feelings	Handed down through generations (creation stories, oral histories)
		



Knowledge-Gathering Calendar

When or how often will you look for each of these landmarks?

Purpose: Use the worksheet on the next page to outline how and when you will gather data on your progress.

Instructions: For each of your landmarks on worksheet #7, make a plan for when you will gather data, stories, wisdom to see if you have reached that landmark. This can include a specific point in time or a general sense of frequency. Feel free to add additional details about how you will gather this knowledge or who will gather it, prioritizing capacity building in your community.

Note: Teams may find it helpful to use a whiteboard or poster paper to brainstorm these categories initially before filling in the table on the next page!





VISION 1

Vision 1 from worksheet #6



Landmarks (see Worksheet #7):

When will you look for each of these markers? (e.g., 6 mos. post- launch, every two weeks)

VISION 2

Vision 2 from worksheet #6



Landmarks (see Worksheet #7):

When will you look for each of these markers? (e.g., 6 mos. post- launch, every two weeks)



VISION 3

Vision 3 from worksheet #6



Landmarks (see Worksheet #7):

When will you look for each of these markers? (e.g., 6 mos. post-launch, every two weeks)

VISION 4

Vision 4 from worksheet #6



Landmarks (see Worksheet #7):

When will you look for each of these markers? (e.g., 6 mos. post-launch, every two weeks)

Phase 2 Worksheets

EMBARK





Checking Our Supplies

Purpose: To revisit your original plans for your program or project and document changes.

Instructions: At this point in your journey, you may have noticed that what you're carrying has begun to change. How have they changed? Why have they changed? What are you learning from these changes?



What did you originally pack? (See worksheet #5)	How have the contents of your pack (i.e. your original plans) changed?



Phase 3 Worksheets

ASSESS





Optional: Where Are We On Our Path?

Purpose: To stop and reflect on whether your approach and supplies are leading you toward your vision.

Instructions: In order to do so, imagine you are climbing to the top of a tree to get a clearer view down river. Are there any adjustments you should make to your journey? Look toward the next vision and spot your landmarks. Have you arrived at any of your landmarks yet?

VISION 1

Vision 1 from worksheet #6

LANDMARKS

What adjustments do you need to make to your supplies or approach?

VISION 2

Vision 2 from worksheet #6

LANDMARKS

What adjustments do you need to make to your supplies or approach?

VISION 3

Vision 3 from worksheet #6

LANDMARKS

What adjustments do you need to make to your supplies or approach?

OTHER LANDMARKS

What adjustments do you need to make to your supplies or approach?

Phase 4 Worksheets

CELEBRATE & ACT





Making Camp: Celebrating And Preparing To Continue

Purpose: To orient yourself toward the next portion of your journey and honor the knowledge you've gained.

Instructions: As you celebrate your progress and begin to re-enter the planning phase, consider resting and making camp, so you can look back on how far you've come and reflect on the knowledge you've gained. What can you DO with this knowledge as you continue on your journey toward other visions?

What knowledge have you gained through this process?

How will you use this knowledge as you continue your journey?

