

## Proposed Agenda Study Circles Action Forum

### 1. Social Time

- a. Meal/Refreshments
- b. Entertainment
- c. Gallery Walk
- d. Door prize given throughout evening
- e. 3 sticky dots handed to each participant

### 2. Welcome and Introductions

- a. Review agenda
- b. Contextual Review: Briefly explain Horizons and how Study Circles fits into the overall Horizons initiative.
- c. Recognize & thank facilitators and Steering Committee.

### 3. Study Circle Reports

- a. Each Circle reports the outcomes of their deliberations. At a minimum, this should include:
  - i. Community vision words
  - ii. Community assets
  - iii. Priority Action Ideas
- b. Encourage circles to be creative!

### 4. Moving to Action

- a. Steering Committee members post flip charts listing the **Approaches** and the **Priority Action Ideas** on the wall (See examples below).
- b. Moderator explains to the participants:
  - i. Listed on the wall are the **Priority Action Ideas** identified by each Study Circle categorized by different **Approaches to Reduce Poverty**. Please review carefully all the different Action Ideas.
  - ii. Please select three different **Priority Action Ideas** and place one of your 3 sticky dots next to the action ideas.
  - iii. Please consider the following criteria before selecting:
    1. **Can the community complete** the action idea by May 31?
    2. **Can the community find the resources** necessary to complete the action (\$500 will be available from Horizons to help the community move at least one idea to action)?
    3. **You are willing to support the action idea** with your time, energy and talents?
  - iv. Please encourage people to only use one dot per action idea.

### 5. Organizing Action

- a. Identify the actions that received the most dots
- b. Explain the remaining actions will be moved forward in the Horizons process and will be considered during the action planning phase after the Visioning process

- c. Ask each participant to choose one action idea and meet in a predetermined location in the facility, where a Steering Committee member or SC Facilitator will facilitate this initial group meeting. Have flip chart paper, markers and Action Team sign-up sheets prepared.
  - i. **Have everyone sign-up** with their name, phone number and email address ask people to write legibly.
  - ii. **Ask for two volunteers to serve as co-chairpersons.** The chairperson will take the leadership in organizing the community members around accomplishing the action.
  - iii. **Ask for a person that will serve as the group’s reporter.** The reporter will assist the co-chairs with communicating with the group and provide photos and information that can be posted on the community blog.
  - iv. **Decide when and where to hold the first organizational meeting.**

## 6. Closing Remarks

- a. All the participants come back together
- b. Each group reports out:
  - i. Who are the Co-Chairs
  - ii. Who is the Reporter
  - iii. Announce when and where the first organizational meeting being held.
  - iv. Allow time for people to sign-up for other action groups they couldn’t meet with
- c. Announce sign up for LeadershipPlenty
- d. Distribute **TALK TO ACTION** booklet.
- e. Thank everyone for coming. **Remind them that these small actions are the first steps on the path to a prosperous, vibrant community in which everyone has a chance to thrive.**
- f. Remind everyone to watch and contribute to the community blog for progress and updates as the community journeys down the path of Horizons.
- g. Thanks to all.

## Approaches with Priority Action Ideas listed

**Focus on Early Childhood, Youth and School**

- Expand Afterschool Program
- In School Mentoring Program
- Childcare Co Op

**Create More and Better Jobs**

- Start a “Buy Local Campaign
- eCommerce Training
- Develop a Small Business Incubator

**Help People Meet Their Urgent Needs**

- Develop a Community Resource Guide
- Community Food Bank Fund Raiser
- Short-Term Emergency Housing Shelter