



Tool Kit - Module 9



ACTION ITEM 9

Develop a Draft Sustainability Vision

Key Task 1:

At the Conclusion of the Public Engagement Activities, Summarize all Findings From Engagement Activities, Identify Key Trends, and Produce a “What Was Heard” Document

Key Task 2:

Guided by “What Was Heard”, Develop a Draft Community Sustainability Vision

1 KEY TASK

Summarize all Finding from Engagement Activities, Identify Key Trends, & Produce a “What Was Heard” Document

Objective	» <i>Combine, summarize, and analyze all input from the in-person and other engagement activities and produce a document which not only outlines what was heard, but also identifies key trends in what was heard from community members.</i>
Overall Responsibility	» Facilitator / Visioning “Champion” / Community Leadership
<p>Activities</p> <ul style="list-style-type: none"> » Develop an electronic template for documenting community input, by key focus question from the engagement session. » Review all completed engagement instruments (e.g. workbooks) and populate the template with responses received from community members. » Analyze all data received and produce a “What Was Heard” report. » This report can be: <ul style="list-style-type: none"> - Organized by question; - Use graphs, charts, and text to illustrate what community members had to say; and - Identify key trends based on the community’s responses. » Share all findings with the Visioning “Champion” and the Community’s Leadership. 	

Sample Tool for Summarizing “What was Heard”

<i>Focus Question Asked</i>	<i>Input received</i>
<p><i>What are four phrases that you would like other people to use when describing this Community (e.g. “it’s a great place to live”).</i></p>	<hr/> <hr/> <hr/> <hr/>
<p><i>How would you like the Community to be described in the future?</i></p> <p><i>In 5 or 10 years, how would you like to describe this community to an outsider?</i></p>	<hr/> <hr/> <hr/> <hr/>
<p><i>What are 5 things that you like most about the community and 5 things you like least?</i></p>	<hr/> <hr/> <hr/> <hr/>
<p><i>What do you want to see change in the community?</i></p> <p><i>What are 3 or 4 things that you would like to see changed in the community in the future?</i></p>	<hr/> <hr/> <hr/> <hr/>
<p><i>What do you want to remain the same in the community?</i></p> <p><i>What are 3 or 4 things that you would like to see stay the same in the community in the future?</i></p>	<hr/> <hr/> <hr/> <hr/>

2 KEY TASK

Develop a Draft Community Sustainability Vision

Objective » *Guided by the “What Was Heard” report, develop a Community Sustainability Vision statement which reflects the interests, priorities, and goals of community members.*

Overall Responsibility » **Facilitator / Visioning “Champion” / Community’s Leadership**

Activities

- » Organize a workshop with the Visioning “Champion” , Community Leadership, and other key community representatives (e.g. representatives from the Community Advisory Group) to (a) discuss the findings of the “What Was Heard” report and (b) begin drafting potential Community Sustainability Vision.
- » Host the workshop and develop a series of “potential” Vision Statements and / or key words which will form the foundation for the Vision.
- » Host subsequent workshops to expand on the Vision Statement, identifying key elements of the vision.
- » Facilitator writes a DRAFT Community Sustainability Vision.
- » Submit the DRAFT Vision Statements, to the Visioning “Champion” for review and input.
- » Address all input from the Visioning “Champion”.
- » Arrange a meeting with the Community’s Leadership and the Visioning “Champion” to review and refine the DRAFT Community Sustainability Vision.
- » Based on the feedback from this meeting, finalize the preferred DRAFT Community Sustainability Vision and submit to the Visioning “Champion” and Community Leadership for sign-off.