COMMUNITY ENGAGEMENT EXERCISE

1. GOAL. What do you hope to learn from the community? Why is this important to your organization and to the community?

2. STRATEGY.
   a. How will you determine who to reach out to?
   b. How will you reach out? What tools will you use? Online survey, email, phone call, letters, personal contact, other? Why? Who might not have access?
   c. How will you assure that people will attend?
   d. Where and when will you hold your meeting? Is it accessible to the participants?
   e. What will your agenda look like? Will everyone be able to participate? What will you do if English is not people’s first language?
   f. What will you provide on-site at the meeting? Food, child care, stipends, information?
   g. How long will the meeting be?

3. WRAP UP AND FEEDBACK LOOP.
   a. What will you do with the information you gathered?
   b. How will you provide a feedback loop to participants so they know you heard them?
   c. How will you stay engaged and develop deeper relationships with your community?