

Age-Friendly Ecosystem Collaboration Workshop

PART 2: PLANNING FOR A MEANINGFUL WORKSHOP



Age-Friendly Ecosystem Collaboration Workshop Guide

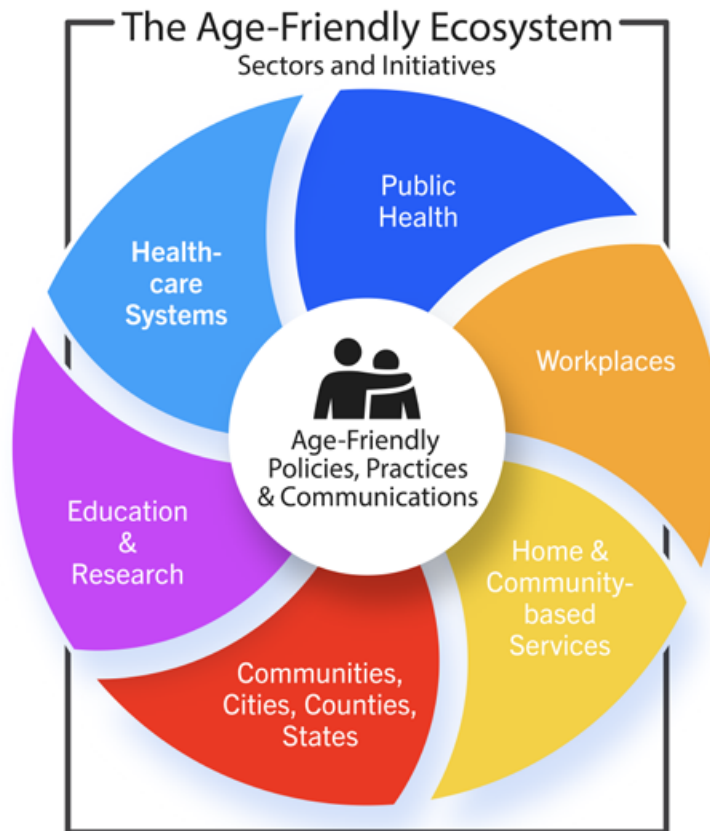
This Facilitator's Guide is designed to provide clear, practical instructions for convening community partners and leading your city/town, state or region toward a more connected, age-friendly future.

It's important to provide guidance for the planning team to develop a clear plan of what you hope to achieve through your ecosystem efforts, and particularly from the Workshop. These include your goals, objectives, strategies, and success metrics.



Part 2: Planning for a Meaningful Workshop

- A** Select Goals
- B** Identify Objectives
- C** Brainstorm Strategies
- D** Measuring Success





Planning for a Meaningful Workshop

A Select Goals

A goal names what will be different because you gathered, not what you will do. Identifying strong goals will help keep your planning team connected to what matters most and will serve as filters for other program goals that may have value but are not strictly aligned with your identified goals.

SUGGESTION!

Keep your goals to 3 maximum (you may only have one), to avoid exceeding the capacity of your team, your time, and your resources.

Be specific. Goals might be focused on a specific initiative that has been predetermined, or more focused on the practice of bringing diverse perspectives together to align around a plan. Examples of goals:

- Share learnings across the Age-Friendly Ecosystem with diverse practitioners and funders.
- Identify resources that are needed to support cross-sector collaboration, and establish a plan to develop them.

- Develop an action plan that can accommodate any issue and multiple partners.
- Center equity and ageism in this work.

Record goals here:

Goal #1	
Goal #2	
Goal #3	

B Identify Objectives

An objective identifies the “what” of your initiative or partnership. Each objective should be tied directly to one of the goals and reflect the cross-sector nature of the work. Aim for no more than 5 objectives total. For each objective, consider the emphasis on collaboration:

- What will participants KNOW (e.g., understand other sectors, frameworks, constraints, etc.) as a result?
- What will they be ABLE TO DO as a result (e.g., a concrete cross-sector capacity)?
- What will they be COMMITTED TO DOING as a result (e.g., a specific shared action or relationship)?

Goal	Objective	What understanding or knowledge is gained?	What new skill or capacity is build?	What new action will occur, or relationship formed?



Planning for a Meaningful Workshop

C Brainstorm Strategies

Each selected objective should be accompanied by an action that will produce it. What, specifically, will partners do to achieve the goals and objectives? The strategies below have been suggested by organizers of multi-partner events and are offered to prompt thinking.

- Hear from state and local practitioners who are engaged in collaborative endeavors with practice and community leaders across sectors and work to learn about successes, failures, and areas for growth.
- Explore how the Age-Friendly Ecosystem relates to and supports the development of state and local Multisector Plans for Aging.

- Work together to ensure that the solutions or innovations we propose are adaptable to age-friendly leaders in all settings and meet the goals and wishes of the individuals they are meant to support.
- Include funders in our conversations so that, as a group, we will consider how to address barriers to collaboration, and what is required to gain their support.
- Invite participants in the Workshop to offer suggestions of who is missing and needs to be included as collaborative efforts are planned and implemented.

Name the action/activity	Which objective does this serve?





Planning for a Meaningful Workshop

D Measuring Success

Success will look different to each sector, each participant, and in varying contexts. For the purposes of this toolkit, the ultimate measure is whether a committed group of partners has made progress toward collaborative impact.

The attendee count only says who showed up, not whether silos were broken down. But showing up is a great start and so the act of bringing diverse partners together to identify a common area of focus should not be discounted.

For each objective listed in Step 2, identify at least one indicator at each moment in time. Are the sectors that were working in parallel now working in concert? Qualitative observations (what you hear, see, and feel in the room) are just as valid as – and may be more valuable than – quantitative data.



What can we measure?	Signs that this is happening during the Workshop	What actions have participants taken 30 days after the Workshop?	After 6-12 months, what has changed; what has been accomplished?
Objective #			
Objective #			
Objective #			
Objective #			