**Draft Facilitators Agenda – bringing together our Top 100 for the first time:**

**Day 0ne**

4:00 Welcome (Co MC’s Welcome the group)

4:10 Why is it important I am here today? (two of the letter of invite signers share, 5 mins each)

4:20 Presentations: (three presentations of 15 minutes each – try to be creative)

* Sharing the data on poverty
* Sharing the assets of our community (Economy, Innovative, Caring, Collaborative)
* Sharing what other cities /communities who are most like us are doing to reduce poverty

5:00 MC introduces facilitator

5:02 Facilitator introduces first Exercise – **Triad sharing**

* Who am I and why is it important I am here today? (5 mins each)

5:30 Facilitator introduces first question of the day and **Roundtable Conversation**

* What is happening now?

5:45 As groups are sharing – **a process to have them get dinner and continue the conversation**

6:30 Debrief - **Fishbowl Circle** to hear from the groups

7:15 About the work going forward

* Who are we?
* Introduce leadership roundtable
* A year of planning
* What is happening tomorrow?

7:45 Wrap up the day

Day two:

9:00 Welcome (two of the letter signers share why it is important they are here today, 5 mins each)

9:10 Keynote (Paul Born Skypes in to share talk – Our communities can reduce poverty)

9:30 Facilitator introduces **Roundtable Conversation** 2: What is the change we want to see?

10:30 Break

10:45 Facilitator introduces **Roundtable Conversation** 3: What can we do together

11:45 **Fishbowl Circle** Debrief

12:30 Lunch

1:30 **Strategies** – **Commitment and Opportunity – An Iterative Conversation**

Participants will provide insights and implementation ideas for each strategy area (below are 5 examples we will need to create the most relevant ones for our community)

1. Education
2. Income and Employment
3. Housing and Homelessness
4. Place Based, Individual and Systems change
5. Food Security
6. Innovation
7. Transportation

3:00 Break

3:15 Plenary Debrief –

* each “idea” chair will give top highlights.
* Participants will be given **3 dots** to place on action areas they feel would be our best bet for a “quick win”.
* Participants will get three dots (different color to express ideas that might have the greatest overall impact)

3:30 Call to Action – handout commitment forms – have everyone fill them in

4:00 Close the Learning Community

**Facilitator Notes:**

**Triad Sharing Exercise**: Question: Who am I and Why is it important I am here today? What is the most pressing question I bring?

*Ask participants to find two people they do not know and who are most unlike they are (age, culture, gender, experience) and form a triad – ask them to stand or sit in a circle facing each other. Help them by finding singles or groups of two and inviting others to join them. Once all groups are formed (some will be groups of 4. Ask them to agree on – who will speak first, who will be the person asking the question (only question they can ask is - Tell me more?) and who will be the one to hold the space. After 5 minutes have them rotate to the next speaker. (A speaker keeps talking until you move them)*

**Roundtable Conversation Exercise:** Have the facilitator welcome everyone, introduce the note taker – ensure names will not be recorded just high-level thoughts, specific examples and stories. The role of the facilitator is first to participate but then to ensure everyone has a chance to speak and to keep everyone on topic. Often the best way for these conversations is to say to the group lets just go around the circle and everyone gets a chance to share. Keep your comments to a few minutes only. Once everyone has shared we can open it up to a conversation. Listen in a way that you seek understanding rather than agreeing or disagreeing. End the session by asking people to identify the three ideas that they had most in common – write these down.

**The dinner process:** give the roundtables 15 minutes to start. Then tap two tables to go to the buffet – as these groups are at the buffet filling their plates tap another two table – the goal is to minimize the line up. Have the facilitator continue the roundtable discussion while people are eating.

**Fishbowl Circle Exercise**: Each Roundtable sends one representative to the Fishbowl. No need to bring notes. Cannot send a facilitator or note taker.

As the facilitator – Set up 11 chairs in the middle or front of the room. Make it a circle – like a fishbowl. You will sit there - the large group watching you. Use a microphone as a talking stick so the larger group finds it easy to hear. You want to ask participants in your fishbowl to share (but think Oprah) keep the questions focused like? What was the one thing that was said in your group that had they greatest impact or ah ha for you? How hopeful do you feel that poverty can be reduced in our community? What advice do you think your Roundtable would give those here today?

Not everyone needs to answer every question – after about 3-4 have move them to the next question.

**Commitment and Opportunity – An Iterative Conversation Exercise:** You will set up 5 stations (one for every idea) that will include a flip chart to take notes and a poster that in large letter names the topic area. There is a facilitator and note taker at each station. The facilitator opens by sharing about the topic and then invites participants to brainstorm actions that could be implemented to reduce poverty within the topic area. The facilitator records on flip chart paper and posts the full sheets on the wall.

**Round one** – ask people to choose the topic that most interest them – one proviso once there are 15-20 in the group they need to go find their second choice to keep the groups manageable. Have the group brainstorm about 20 minutes. After round one – have the groups move clockwise to the nearest group (they stay together).

**Round two** – when the group arrives the facilitator shares about the topic and the note taker shares some highlights from the ideas people in round one brainstormed. The facilitator then asks them to brainstorm more ideas or to build on the ones already shared. Brainstorm for up to 15 minutes.

**Round three – four and five – repeat round two.** (keep them under 15 minutes**)**

**3 dots exercise:** Explain to participants we want to help note takers and report writers and would like them to priorize the ideas shared. Give participants three dots for ideas they think we could implement to get fastest win in reducing poverty. Give them another three dots for ideas that if implemented would have the greatest long-term impact in reducing poverty. Give them 15 minutes to go from station to station to “vote”