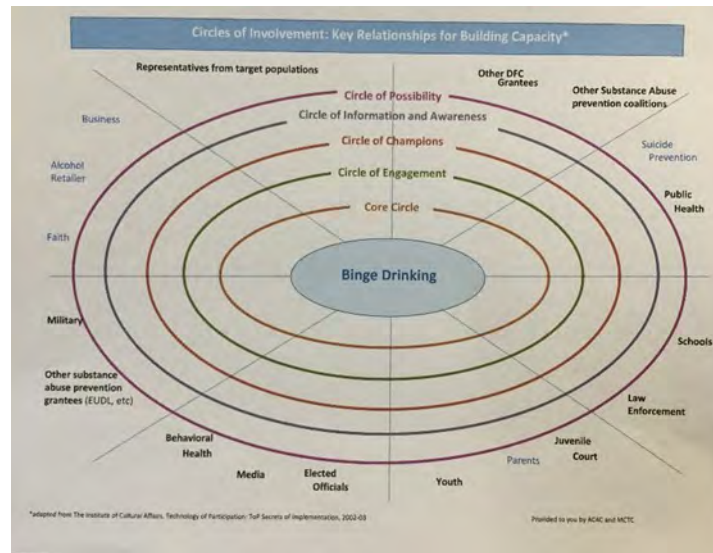
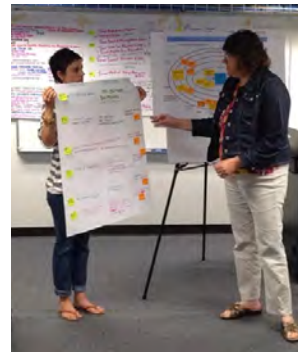


# Capacity: Circles of Involvement



Building Capacity is an ongoing process in community development.

This framework allows those that are already engaged to identify community members that should be engage. However, not everyone may have as an active role.



AC4C used this tool to identify state level agencies and the contacts within those agencies. It was determined if they were present already and if they needed to be more engaged (closer to the center). Using the theory of Simon Sinek, coalition members identified "what was in it for them" and the work of AC4C. What would be their "why" for becoming more engage. We reflect on this work frequently as a continuous process to engage more people in AC4C.

**"People don't buy what you do, they buy why you do it."**  
- Simon Sinek



Connecting ToP Methods to the SPF

(Strategic Prevention Framework)

The inclusive nature of the ToP methods assures community development has all voices heard and part of the process. The following outlines how the methods might align with the SPF.

**ASSESSMENT: Focused Conversation** for one on one interviews and world café listening sessions.

**Consensus Workshop** for identifying the root cause or local condition of a situation

**Circles of Involvement** to assess who is missing from our efforts.

**Wall of Wonder** to look at where we have been where we are heading

**CAPACITY: Circles of Involvement** identify who's in your community, who's needed, & what role they might play.

**PLANNING: Focused Conversation** for engaging stakeholders in meaningful conversations

**Consensus Workshop** for identifying stakeholders ideas on best plan address issues

**Action Planning and/or Strategic Planning** is done in a way that consensus leads to people committed to action and ready to own the plan.

**IMPLEMENTATION: Action Planning and/or Strategic Planning** is created with timelines that hold people accountable. A **Focused Conversation** throughout the process allows for initial evaluation of the plan.

**EVALUATION: Action Planning and/or Strategic Planning** are laid out so that the whole team is aware of the roles people agreed to take on so accountability is worked into the process.



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# From the field: Using ToP Methods within community coalition work

## The AIM

Outline your conversation or method using the following thoughts;

**RATIONAL AIM** is what you want the group to know, learn, discover, explore, or decide.

**EXPERIENTIAL AIM** is how you imagine the group to be different as a result of the having the conversation or going through the process.

When community groups gather it is important to do your preparation work ahead of time so that you make the most of the volunteer's time. One way to do this is think through what you want out of the meeting and as a result of the meeting how will the people attending be different—what will they be inspired to do.

To get meetings to be more than just a "report out," is often difficult. The methods that will be highlighted will engage the people around the table as a result not all the work will land on the coordinators plate after the meeting. Sound good?

Let's take a look at some of these methods in action.

**Facilitation =**  
*Makes it easy for groups to succeed.*  
*Focus on the process not the content.*

## Foundation: Focused Conversation

### 4-Parts of a Focused Conversation

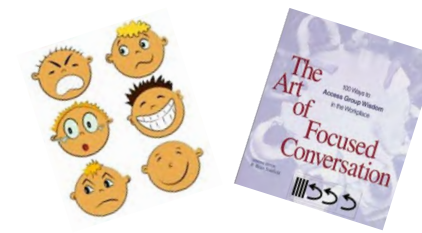


- Objective**—allows everyone to have a voice in the room through an easily answered question based on what they have observed or heard.
- Reflective**— brings people into the emotional part of the conversation What is positive and things that may make them uncomfortable. (Get it out on the table and the result of the conversation will be magical.

- Interpretative**— allows participants take all that has been said and pulls out a deeper meaning for them. This is where real insight can happen. When a person reaches this level in the conversation, the next level is natural.



- Decisional**—this is a question or a series of questions that present themselves as a call to action to the participants of the conversation.



### Focus Conversation is Useful when...

....Starting a meeting to set the agenda.... To open up discussion around a topic...

...To address concerns regarding a strategy ... To close a meeting... and many others occasions ...



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