Program/Agenda for Area Based Joint Work Planning

Facilitation

The Joint Work Planning approach combines elements of:

* **Open Space** (by framing a question and allowing the participants in small discussion units to brainstorm and self-structure their presentations, it maximizes participation and allows participants to think out of the box)
* **Whole Person** (to sustain engagements and unlock creativity a mix of physical movement, creative exercises, active listening, and other activities purposefully engage with the intellectual, physical, emotional and spiritual bodies)
* **Future Search** (to arrive at agreements, a logical process and negotiations are used).

**3 facilitators** with strong extension support at the Co-Leads and Pillar levels.

Structure

The structure of the sessions follows a **Logical Framework** approach where results are refined in an iterative fashion as participants spiral back on previous session work to refine work products and apply learning. The relevant columns include: Result (Goal, Pillar, Outcome, and Outputs), Indicators, Benchmarks, Responsibility, Relevant Institution, Assumptions/Risks/Mitigation, Gaps, and Convergence Points.

Products

* **Institutional architecture assessment** will include current institutional capacities against a desired state. Capacity building plans can be developed on this basis.
* **Cooperation plan** will interconnect processes and structures to stand up the Partnership – to Co-operate we must Co-locate, Co-ordinate, and Collaborate.
* **Strategic communication plan** will center on the needs for a Champions for Change component.

DAY 1:

Towards a shared understanding: do partners have a shared understanding of the basic concepts framing the Partnership? (E.g. Partnership, Community First, Colocation, Coordination, Collaboration, Commitment, etc.)

|  |  |  |  |
| --- | --- | --- | --- |
| TIME | TOPIC | DESCRIPTION | RESOURCESS |
| 8:00 – 8:30 | Participants arrive. Tea is served. | | |
| 8:30 – 8:45 | Welcome & Introductions  Plenary | Any Protocol should be addressed here. Protocol should produce not a time delay. | Advance sensitization with local authorities. |
| 9:00 – 9:05 | Word of prayer  Plenary | To set a conducive atmosphere. | Someone to lead the prayer. |
| 9:05 – 9:20 | Clarifying the Agenda  Plenary | Simple read for basic understanding of workshop structure. | Power point projector.  Bulk Pack (include Chpt 1: Agenda) |
| 9:20 – 9:40 | Expectations  Plenary | Listed expectation on the wall for reference throughout the workshop. Ranking exercise. | Poster paper, tape and markers. |
| 9:40 – 10:00 | Background  Plenary | History, roots and evolution of the Partnership for Recovery and Resilience. | Power point projector.  Bulk Pack (Chpt 2: Background and FAQs): |
| **10:00 – 10:15** | **HEALTH BREAK** | | |
| 10:15 – 10:30 | Clarifying Key Concepts Explanation of the exercise  Plenary | Key point – concepts form a language which allows for communication – basis of 4 Cs | Written instructions  Bulk Pack (Chpt 3: Key Concepts): |
| 10:30 – 10:45 | Assignment of concepts and group work  Plenary | The concepts will be distributed. | Each concept printed on one page with lines on the back for definitions. This makes output easy to capture and record. Bulk Pack (Concepts template) |
| 10:45 – 11:15 | Groupwork 1  Small discussion group. | Define each concept individually | Appointment of chair, rapporteur and presenter in each group. |
| 11:15 – 11:45 | Groupwork 2  Larger discussion group | Discuss the umbrella concepts into which individual concepts are rolled up. | Appointment of chair, rapporteur and presenter. |
| 11:45 – 12:00 | Presentations  Plenary |  | Power point presenter and computer. Definitions entered into computer in real time. |
| 12:00 – 12:15 | Refining of terms  Plenary |  | Adjustments done in real time. |
| 12:15 – 12:30 | Campaign preparation  Working Groups (at level of roll up) | In order to deepen the working knowledge of these concepts. Groups will choose a party name, slogan, and create a 2 min stump speech while their concept is #1 | Poster paper for each group.  Banner paper to write slogan on. |
| 12:30 – 12:50 | Campaign speech | Plenary | Voting will be done for the best concept (the one most essential to the PfRR). |
| 12:50 – 1:00 | Resilience in Local Language  Plenary. | Other examples of South Sudan language definitions of resilience. They will have to propose definitions throughout. | South Sudan language definitions placed on the wall. |
| 1:00 – 2:00 | LUNCH | | |
| 2:00 – 2:15 | 6 Commitments, 4 Pillars, and FAQ’s  Plenary Presentation | Socializing key documents | Advance print out  Bulk Pack (Chpt 4: 6 Commitments, 4 Pillars & FAQs) |
| 2:15 – 2:45 | 6 Commitments, 4 Pillars, and FAQ’s  Group Work | Socializing key document | Advance print out  Bulk Pack (Chpt 4: 6 Commitments, 4 Pillars & FAQs) |
| 2:45 – 3:15 | Presentation of Resilience Profiles  Plenary | Socializing key document. This includes providing background and methodology discussion. | Advance print out  Bulk Pack (Chpt 5: Resilience Profiles)  Power point presentation (Resilience Profiles) |
| 3:15 – 4:15 | Identifying gaps and framing issues.  Group Work | The group prepares to assign and infuse evidence. | Poster Board |
| 4:15 – 5:00 | Validation  Plenary |  | Computer. Recording real time inputs. |
| **5:00 – 5:30** | **HEALTH BREAK** | | |

DAY 2: Towards greater impact: What are the results that would produce the greatest impact in reducing vulnerability and building resilience in Yambio?

|  |  |  |  |
| --- | --- | --- | --- |
| TIME | TOPIC | DESCRIPTION | RESOURCESS |
| 8:00 – 8:30 | Participants arrive. Tea is served. | | |
| 8:30 – 9:30 | What is Convergence?  Plenary. | Participants will give examples after hearing a presentation. | Power point presenter.  Technical presentation on convergence.  Bulk Pack **(Chpt 6:** Convergence Case Study) |
| 9:30 – 9:45 | Convergence Case Study  Small Working Group | Continued | Poster paper |
| 9:45 – 10:45 | Discussion of Convergence Larger Working Group | What were convergence points? What were the missed opportunities? What was done correctly? What was not? | Poster Paper  Bulk pack (Convergence Template) |
| 10:45 – 11:00 | Group Work  Plenary Discussion | Presented | Capture convergence points and put them on the walls (printer/computer) |
| 11:00 – 11:15 | HEALTH BREAK | | |
| 11:15 – 11:45 | Defining SMART Results  Plenary | Participants review essentials of result-setting. | Bulk Pack (Chpt 7 SMART Results) |
| 11:45 – 12:15 | Understanding the Logical Framework  Plenary | Participants will discuss each column of the logical framework, why it is important and how it will guide planning. | Bulk Pack (logframe template) |
| 12:15 – 1:00 | Other important frameworks  Plenary | Sustainable homestead/sustainable village/sustainable Boma look like? | Bulk Pack (Chpt 8: Planning Instruments)  (Institutional Architecture, Assets (IHD), social capital, and conflict. |
| **1:00 – 2:00** | **LUNCH** | | |
| 2:00 – 2:15 | Activity mapping  Plenary presentation. | Clarify what is an “activity” and why it should be mapped. | Large map of the CPA with bomas indicated. Colored stick up. Sticky tape. |
| 2:15 – 2:45 | Mapping activities by pillars | Collaborative mapping of activities on wall by agencies. | Room should be big enough to allow for this movement. |
| 2:45 – 3:15 | Most important results  Small discussion groups. | Describing importance of results in terms of the evidence. | Break out rooms. Writing materials. |
| 3:15 – 4:30 | Most important results  Larger pillar groups. | Presentation prepared. | Breakout rooms. Computers for group work. |
| 4:30 – 5:00 | Presenting key results  Plenary | The focus is on outcomes, Intermediate results and high level outputs. | Power point |

DAY 3: Co-locating operations – Can we identify sub-county (payam and/or boma) level geographic targets on which to converge our efforts for greater impact?

|  |  |  |  |
| --- | --- | --- | --- |
| TIME | TOPIC | DESCRIPTION | RESOURCESS |
| 8:00 – 8:30 | Participants arrive. Tea is served. | | |
| 8:30 – 9:00 | The Yambio Sub-CPA Geographic Selection Criteria  Plenary. | Participants will give examples after hearing a presentation. | Bulk Pack: Chpt 8: Colocation (CPA Geographic Selection Criteria and Process Yambio Selection Criteria) |
| 9:00 – 10:00 | Geographic Selection Criteria Validation  Group work | Laying the ground for an endorsement of the Framework | Template – endorsement form (allows each participant to make observations and endorse as an input to the Task Team) |
| 10:00 – 10:30 | Adjustments  Plenary | Opportunity for adjustments. Nomination of a task team to apply the criteria for Boma selection. | Bulk Pack: Terms of Reference for Task Team |
| 10:30 – 11:00 | E-team Case Study  Plenary Discussion | Digging deeper into convergence points in action through case study | Chpt 8: E-team case study (the 9-11 Response) |
| **11:00 – 11:15** | **HEALTH BREAK** | | |
| 11:15 – 11:30 | Institutional Architecture  Plenary | Community-based service delivery and the “Journey to Self-Reliance”. What sustainability means in the PfRR. |  |
| 11:30 – 12:00 | Institutional Architecture | Small discussion groups: what are the most important institutions to your result? | Written definitions of Institution  Bulk pack: IAA Template |
| 12:15 – 1:00 | Risks, assumptions, mitigation and gaps  Pillar discussions | Refining the log frame. This process is leading towards convergence points. | Bulk Pack: Template on risks, assumptions, measures and gaps. |
| 1:00 – 2:00 | LUNCH | | |
| 2:00 – 2:30 | Presentation of Log Frames  Plenary presentation. | Opportunity for refinement and elaboration. | Power point.  Computer. |
| 2:15 – 3:15 | Institutional Architecture Assessment  Plenary | Per each institution, complete the assessment. Individual exercise. | Bulk Pack: IAA Assessment forms |
| 3:15 – 4:00 | Capacity building  Working groups | Brainstorm on capacity building options | Posters. |
| 4:00 – 4:15 | CommonTrust Case Study  Working Groups | Which of the four pillars is most important. Opportunity to discuss cross-pillar thinking. | Bulk Pack (Chpt 9: CommonTrust Case Study) |
| 4:15 – 4:45 | CommonTrust Case Study  Working Groups | Examples of Trust building in action. | Bulk Pack: Template (CT observations form) |
| 4:30 – 5:00 | Co-location  Plenary presentation | Geographic targets | Power point presentation |
| **5:00 – 5:30** | **HEALTH BREAK** | | |

DAY 4: Making convergence work in practice – Can we layer, sequence and cluster our activities in Yambio better for greater impact through strategic integration?

# 

|  |  |  |  |
| --- | --- | --- | --- |
| TIME | TOPIC | DESCRIPTION | RESOURCES |
| 8:00 – 8:30 | Participants arrive. Tea is served. | | |
| 8:30 – 9:00 | The Convergence Points  Plenary | Pillars present their convergence points and group brainstorms on what it means for the 4 C’s. | Poster paper |
| 9:00 – 10:00 | Layering, sequencing and clustering around the map  Group work | Different activities and organizations shall reconfigure their activities into convergence groups. | Different colored strings to indicate layering, clustering and sequencing |
| 10:00 – 10:30 | Lessons learned  Group work | What did your experience teach you that you can illustrate for us as a lesson | Power point |
| 10:30 – 11:00 | Presenting the lessons learned  Plenary |  |  |
| **11:00 – 11:15** | **HEALTH BREAK** | | |
| 11:15 – 11:30 | Indicators & Benchmarks | Explain the exercise. | Bulk Pack (Instructions) |
| 11:30 – 12:00 | Indicators & Benchmarks | Choose indicators based on existing evidence Set benchmarks from the existing evidence |  |
| 12:15 – 12:45 | Presentations and wrap up  Plenary | Take ideas for refining indicators, benchmarks and tools | Bulk Pack – the FSNMS, CHRS and RIMA explanations |
| 12:45 – 1:00 | The qualitative database  Plenary | Real time presentation of qualitative database and group discussion about how to use it. | Power point.  Internet |
| 1:00 – 2:00 | LUNCH | | |
| 2:00 – 2:30 | Coordination Presentation  Plenary presentation – a | Activating the institutional architecture for Partnership through horizontal, vertical and diagonal integration. | Bulk pack – the Integration Model  Power Point |
| 2:15 – 3:15 | Identifying the Building Blocks by pillar  Group work | Structures, rules, policies, actions for technical engagement | Bulk Pack: TOR for the exercise |
| 3:15 – 4:00 | Identifying the Building Blocks  Group work | Structures, rules, policies, actions for Grassroots engagement | Poster board |
| 4:00 – 4:30 | Identifying the Building Blocks – for Government interface/engagement | Structures, rules, policies, actions for Grassroots engagement | Poster board |
| 4:30 – 5:00 | Integrating the structures  Plenary presentation | Presentations |  |

DAY 5: BUILDING CONSENSUS AROUND THE WAY FORWARD FOR THE COLLECTIVE IMPACT MODEL OF PARTNERSHIP

|  |  |  |  |
| --- | --- | --- | --- |
| TIME | TOPIC | DESCRIPTION | RESOURCESS |
| 8:00 – 8:30 | Participants arrive. Tea is served. | | |
| 8:30 – 9:00 | Revisiting the case studies – Abyei Return, 9-11 Response and CommonTrust  Plenary | This session will serve to get participants thinking in terms of “Business Models”. Questions will interrogate different aspects of business modeling. | Bulk Pack: case studies  Guiding questions |
| 9:00 – 10:00 | Assessment of the current business model  Working Group | This will establish the baseline with regards to the Business Model. | Bulk Pack: Chpt 10: Business Models  Template: Guiding Questions  Poster paper |
| 10:00 – 10:30 | Visualization of the desired business model | This creates a creative tension requiring participants to figure out how to move from the current state to a desired state. | Template: Guiding Questions  Poster paper |
| 10:30 – 11:00 | Suggestions for adaptive management | These are the practical examples. | Template: Guiding questions  Poster paper |
| 11:00 – 11:15 | HEALTH BREAK | | |
| 11:15 – 11:30 | The strategic role of Dialogue in Partnership  Plenary | Presentation of a model for sustained dialogue as the heart of Partnership Pillar 4 | Bulk Pack: Chapter 10: Collective Impacts  The Dialogue framework |
| 11:30 – 12:00 | Champions for Change  Plenary | Presentation of the C4C Program | Written definitions of Institution |
| 12:15 – 1:00 | Strategic Communications  Working Groups | Pillar discussions: what are the core messages, audiences, messengers, media and outcomes? | Template: Strat Comms |
| **1:00 – 2:00** | **LUNCH** | | |
| 2:00 – 2:30 | Strategic Communications  Working Groups | Presentations. | Power point |
| 2:15 – 3:00 | Activity Calendar  Plenary | Capturing commitments moving forward. | Power point |
| 3:15 – 4:00 | Consolidation of the Work Plan  Plenary | Presentation | Power point |
| 4:00 – 5:00 | Closing remarks | Final words from various partners. Prayer. |  |
| **1:00 – 2:00** | **Health Break** | | |